Genealogy Pro for MacOS X - User Manual

Introduction

Genealogy Pro© for MacOS X 2.0 is a Genealogy data management and charting program, and web publishing software for the MacOS X operating system.

Genealogy Pro 2.0 is integrated with an inexpensive web publishing site, the Genealogy Pro internet site that features a web solution for publishing your family tree.

It is designed specifically for storing family tree data and drawing family tree charts. It stores familial data such as family names, relationships, important dates and events such as birth and death dates, and uses this information to create genealogical charts.

Charts currently support are vertical and horizontal pedigree (ancestor) and vertical and horizontal family (descendant) charts.

Data can be imported using the standard GEDCOM (genealogical data communication) format, and data can be export to GEDCOM format. The native database is a relational database table based upon the database capability of the underlying OS X.

System Requirements:

Power Macintosh G3 (minimum, recommended G4 processor or higher) running MacOS system version 10.2 or higher.

Getting Started

The best way to get to know how to use Genealogy Pro is to start using it. The <u>tutorial</u> in the appendix to this manual describes how to create a new document, add individuals and families, manage external files such as images, and create charts.

If you have already created your family tree using other genealogical software, please read the chapter on <u>importing GEDCOM</u> files to learn how to import your family tree data.

The chapter on <u>web publishing</u>describes the steps to format and put your family tree onto the internet.

Genealogy Pro Data Management

Data Management

Genealogy Pro stores all information pertaining to people, families, sources, and notes in a database. Information in the database is accessed and changed through one of the types of windows - the 'Individuals browser', the 'Family browser' or a Chart. Adding or removing people and changing family information such as birth dates etc. can be altered in any of these views. However, it is usual to alter any data with one of the browsers, and create charts for publishing after the data has been entered.

For those experienced with the use of the relational database, each person in a chart may be thought of as analogous to a record of the databse. The fields such as birth dates, birth places, etc. may be thought of (indeed are) as fields of the databse table.

A Real Life Model

The Genealogy Pro database is modelled on real life. Children can only be added to an existing individual (or to be more correct, to the individual's family). If the "New Son" or "New Daughter" function is selected for a person not associated with a family, a new family (with spouse) will automatically be created prior to adding the children to the family.

Similarly, parents can only be added to an existing individual.

There is no need to know any details of a "tag" for an indivudal or family. There is no need to manually place individuals into a family or to manually assign parents to an individual.

Conversely, deleting a person or family from the database will also delete all children from that persons families, and from the childrens families, etc. It makes sense - if the person does not exist, then that persons ancestors do not exist - they will all be deleted.

Building the Database

The database is built by selecting an individual and consecutively adding children (Family->New Son or Family->New Daughter), a spouse (Family->New Spouse), or adding parents (Family->New Parents).

The quickstart tutorial in Appendix 1 of this manual gives an example of building up a database.

The tutorial is a good place to start if you are a new Genealogy Pro user.

Whether you use the Individuals browser or the Family browser to navigate and build up the database is a matter of pesonal preference. In version 2.0 the Family browser features an "ancestor tree" like view of all individuals in the database, allowing a continual overview of where any family being viewed is located in the database.

Database Storage

A significant change starting in version 2.0 of Genealogy Pro is the use of the <u>SQLITE engine</u> to store the genealogical data. While this does provide some noticable improvements for end users (such as quicker sorting and updating in the Individuals browser), it also provides advanced users the opportunity to use the sqlite database tool to browse the database. It also allows potential developers to provide third party Genealogy Pro add-ons, including web based solutions. An overview of the Genealogy Pro 2.0 file format is provided in <u>Appendix 3</u>.

Database Fields

- <u>An Introduction to Fields</u>
- <u>Creating Custom Fields</u>
- <u>Changing the Field Order</u>

An Introduction to Fields

Each person or family has a number of fields associated with them. Examples of field are: a person's birth date, place of birth, death date, place of death, marriage date, etc. Even the name of a person is a field. There are a number of built in fields that Genealogy Pro supports - these are the birth date and place, death date and place, name of person, Picture, Photo Album, Occupation, Family Images, marriage date and place, and divorce date and place.

Fields in Genealogy Pro are not limited to the built in fields. In fact, most users will at some time want to create new fields to suit their own purposes.

Creating Custom Fields

There are serveral types of fields that can be created. These are:

- Name - store names (first, middle, last)
- Date - store dates
- Place - store places and addresses
- Text - stores test
- Document - store one image or other type of file, or a url (web address)
- Scap Book - stores a collection of images or other type of file, or a url (web address), and
- Combined fields - a reference to two or more existing fields.

note: The 'Document' field is identical to the 'Image' field in Genealogy Pro 1.0. It has been expanded to manage other types of documents and URL's. lSimilarly, the 'Scrap Book' is identical to the 'Photo Album' custom field in Genealogy Pro 1.0, it being expanded to manage other types of documents and URL's. These names of fields may be used interchangeably in some place in this manual

To create a custom field choose the "Database⇒Define New Field ..." menu item. The window depicted below will appear that offers option for the new field.

The "Field Association" option determines whether it is a Field of a Person (an example is a birth date) or a Field of a Family (an example is a wedding date).

The "Field Type" determines the type of field (eg name, date, place, etc). The "Field Name" is the name of the field, as displayed in the column header of the Individuals' browser, or the row of the Family browser.

The "Field Type" determines the type of field (eg name, date, place, etc). The "Field Name" is the name of the field, as displayed in the column header of the Individuals' browser, or the row of the Family browser.

All fields in the database, both custom and inbuilt fields, are listed in the "Fields in Database" table. The fields that cannot be deleted cannot be selected. All custom fields, and some of the builtin fields can be selected by clicking on the name in the table and choosing the "Delete" button.

Fields defined by the GEDCOM standard can be created by choosing the "Gedcom Events ..." button. As a GEDCOM event has a date and a place associated with it, choosing an item from the list of GEDCOM events may result in multiple custom fields created.

After creation, the custom fields are altered in the same way as an inbuilt field using the <u>Genealogy Pro Editor</u>.

Changing the Field Order

The order of fields may be changed in two ways.

- In the individualss browser, click and hold the mouse on the name of the field and drag the column to the left or to the right as desired.
- In the Family browser, click and hold the mouse on the name of the field and drag the row up or downas desired.

note: Changing the order of fields in the Family browser will automatically change the order of fields in the Individuals' browser, and vice versa.

A Word about Combined Fields

Combined fields are different from the other types of fields. Combined fields do not store any data *per se*. Instead, they store a reference to two or more fields. The purpose of combined fields is to display multiple facts about a person in one line of information.

For example, the name birth and death for John Smith, born January 5th 1728 and died June 9th 1772 may be represented on one line as "John Smith (1728 - 1772)". Genealogy Pro can display this information through a combined field of a name (John Smith), birth date (1728) and death date (1772). Instead of displaying the name, birth date, and death date in separate lines in a chart, the combined field may be used *in lieu*.

note: Combined fields are not displayed in the Individuals' browser or Family browser. They are only available for display in Charts.
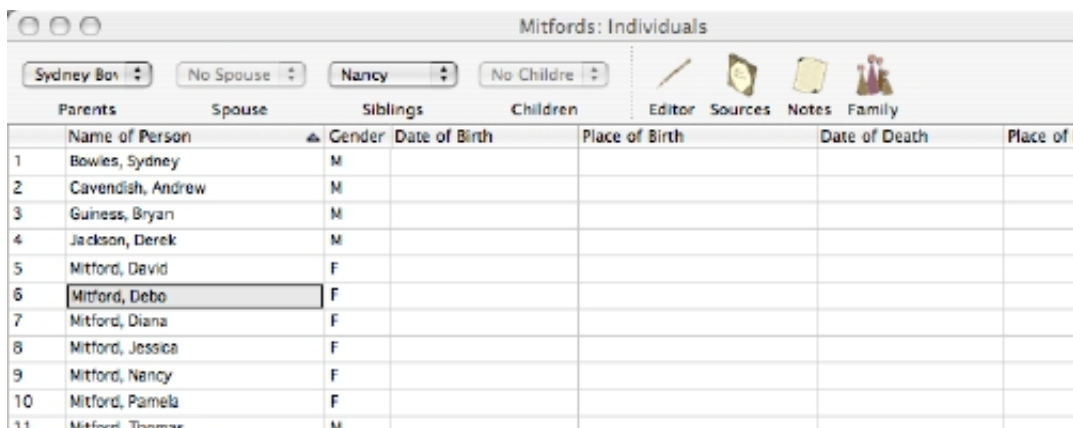
The Individuals' Browser

Overview

As depicted below, the Individuals' browser lists all individuals in the database.

- Fields are listed in columns.
- Each row equates to one individual in the database.

note: The row numbers do not equate to Gedcom identification numbers.
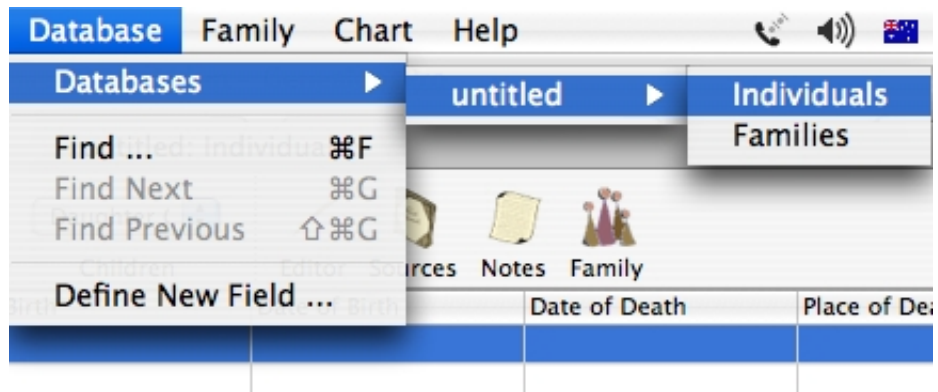

Opening the Individuals' Browser

If the Individuals' browser is closed, it may be opened by:
a. Clicking on the "Individuals" toolbar icon at the top right hand of the Family browser; or

b. Choosing the the menu Database⇒File Name⇒Individuals to view this window.

The columns may be moved by clicking on column names and dragging the column.
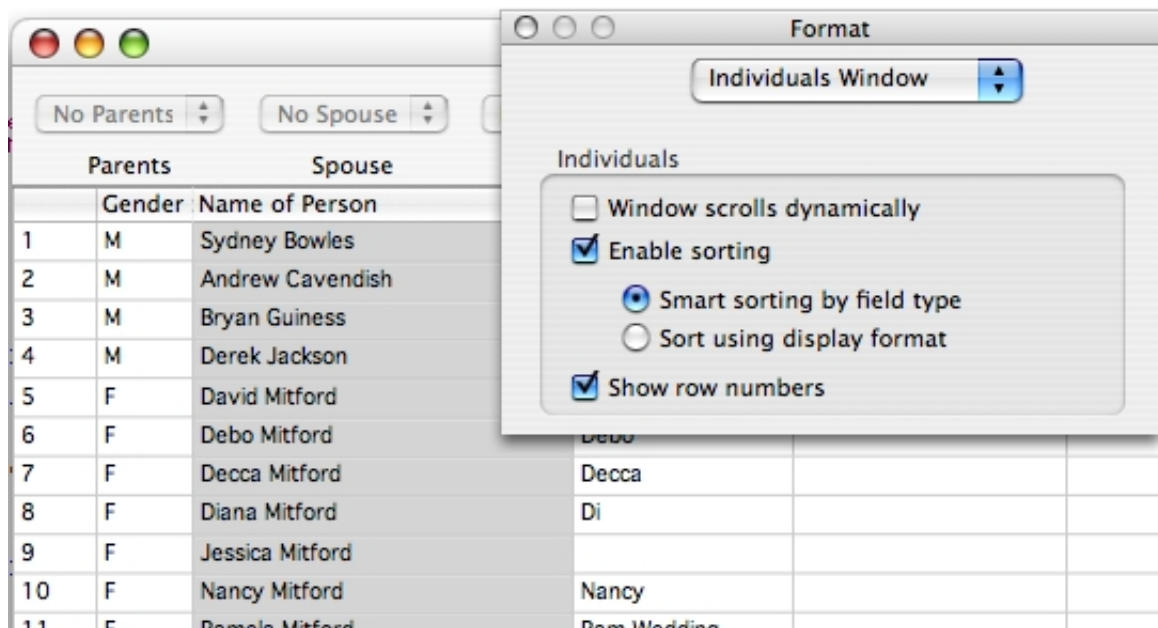
Sorting in the Individuals' Browser

The table may be sorted by any field. Click in the column header to sort the list of individuals. The list will sort by the Date, Place, Name or Text.

Sorting may be undertaken by:

- the **current formatting** (eg if the date format is day:month:year then the sort will occur by day before month then year); or
- Natural sorting by field type. For the name field, sorting is by surname, first Name, then middle names, regardless of the display. For the date field it is sorted by year, month then day.

Enabling and disabling of sorting, and selecting the method of sorting is through the Genealogy Pro preferences menu, as depicted below.

	Gender	Name of Person			
1	M	Sydney Bowles			
2	M	Andrew Cavendish			
3	M	Bryan Guiness			
4	M	Derek Jackson			
5	F	David Mitford			
6	F	Debo Mitford	Debo		
7	F	Decca Mitford	Decca		
8	F	Diana Mitford	Di		
9	F	Jessica Mitford			
10	F	Nancy Mitford	Nancy		
11	F	Pamela Mitford	Pam Wedding		

Editing in the Individuals' Browser

To activate the Genealogy Pro editor in this browser, click on a cell in the table and choose the "Editor" icon in the tool bar.

note: The editor is also activated by double clicking in a cell.

The Family Browser

The Genealogy Pro version 3.0 the family browser features a split view - a table and a tree.

The upper view depicts exactly one family or individual in a table. The lower view depicts all families in the database in a tree. All families at the top level of the tree are families in which the parents of that family themselves have no parents, that is, they are the deepest level of ancestor in that line.

Components of the Family Browser

The image below shows a Family browser of the file named 'McLaughlins.gpro'. This window features a **focal person** of the browser. The focal person has his or her name in large bold letters at the top left side of the window. It is "Margaret McLaughlin" in the example below.

The lower view show the focal person in a tree.

The toolbar has four pop-up menu items that forms the **Navigation** menus. You can choose to navigate to either parent, any spouse, sibling or child by choosing the menu item for that person. *That person will then become the new focal person of the browser.* The new person will automatically be selected in the tree.

You can also select a new focal person by clicking on any individual in the tree.

The toolbar also displays access items to access the **Field Editor**, the **Source Editor**, and the **Note Editor**.

The **"Parents" tab** displays data for the individuals, such as name, date of birth. The **"Family" tab** lists all data for the family, such as date or place of marriage.

Components of the Family Browser
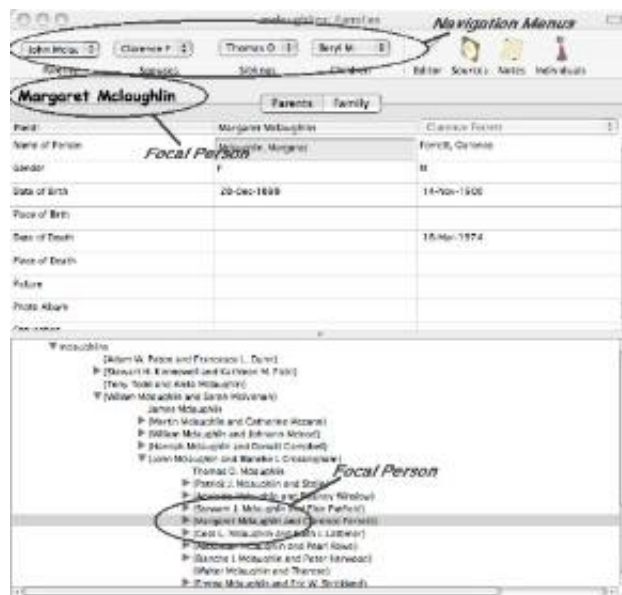
There are three columns in the 'Parents' tab. The first (left most) column are all the fields that are present in this database. Most documents will have a 'Name', 'Date of Birth', Date of Death', 'Gender'. Additional name, place, date, text, image or photo album fields may be created using the "Document->Define new field" menu. The second column comprises rows for field data for the focal person of the window. The third column comprises rows of data for the spouse of the focal person in the currently selected family.

If there is greater than one spouse for the focal person, a menu at the top of this third column will allow toggling between spouses.

note: Functions that apply to individuals (eg adding a new spouse) will always apply to the focal person.

Navigating in the Family Window

There are two basic ways to navigate through the genealogy database.

1. Navigating using the Navigation menus in the toolbar

Use one of the the four Navigation menu's in the toolbar to navigate to either one of the current focal persons parents, a spouse, a sibling, or a child. When one of these retlations is chosen, this relation now becomes the focal person.

Choosing an item from the navigation bar will cause the selected person to become the focal person of the window. In the example below the chile "Adelaide" has been selected, and the window will now have "Adelaide" as the focal person. Note that the Tree view in the lower half of the window automatically updates to select Adelaide.

An example selecting a person in a Navigation menu

The selected person is now the focal person of the window

2. Navigating using the Tree view

Move to a different family or person in the lower "Tree" view, by clicking on a family or person with the mouse or using the arrow key to move up or down. The upper table is filled with the new family and/or person. The selected person or one of the persons from the selected family will now become the new focal person.

For example, clicking the mouse onto Adelaide in the Tree view would have produced an identical result, making Adelaide the focal person as above.

Some tips for Navigating in the Tree View

- Simple mouse click without any control keys pressed will make the selected person or family the new focal person and family.
- Double clicking on the person or family in the Tree View will also make the selected person or family the new focal person, and will additionally open the field editor (if it is not already open) and make the field editor the active window.
- Pressing the Command key while clicking on a family will make the spouse of the family the focal person of the window. If the spouses parent family also exists in the database, tthis family will exist in two locations in the Tree View (as a family "child" each parents family). This family is displayed under the spouses parents family will be selected.
- Pressing the Shift click on a family will select the "Parents" table (if not already selected) and goes to the name field.
- Pressing the Shift + Command click on a family selects the parent tab (if not already selected) and goes to the spouse person.
- Pressing the Option key while clicking on a family will make the family tab the active tab.

Changing the order of children in a Family

To change the order of children for a family, click the mouse on a person or family in the Tree View. Hold hold the mouse down and drag the child in the view to the new desired position within the family and release the mouse. The child is updated in the database to the new position within the family.

Changing the order of spouse in a Family

To change the order of a spouse of a person, press the Command key while clicking and holding the mouse down on a person where greater than one spouse exists for that person. Drag the family with the spouse to the new desired position for that spouse. The order of the spouse is updated in the database

Searching in a Family

Use the "Find" menu to go to an individual with a specified value in a field. The first item found will be selected in the Tree View and the person become the focal person. Using "Find next" will sequentially traverse the Tree View for the next person matching the search.

Adding and Removing People

- Adding a Person
- Deleting a Person
- Setting the Spouse

Adding a Person

People are added to the Genealogy Pro database using the "Family" menu.

Firstly, select a person by clicking in a row of that person. It doesnt matter whether the view is the Family browser or the Individuals' browser or even a Chart window. People are added to the Genealogy Pro database using the "Family" menu. The family menu is shown below.
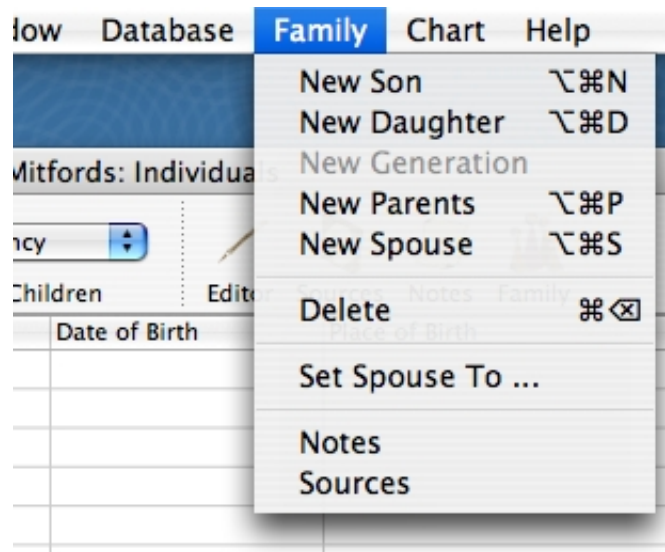
For example, when "Family⇒New Son" menu item was clicked and David Mitford was the currently selected person in the Individuals browser. The image below shows that a new person has been created. The surname for the new person has been copied from the selected parent. The first name is by defaul "Son of ..." where ... is the name of the selected parent (in this case, David). There is no special linking of the name of the new person with the parent name. It is simply initialised by default to the name of the parent and can be changed at any time using the name editor.

10	F	Mitford, Debo	Debo	
11	F	Mitford, David	David M	
12	M	Jackson, Derek		
13	M	Guiness, Bryan		
14	M	Cavendish, Andrew		
15	M	Bowles, Sydney	Sydney B	
16	M	Mitford, son of David		

When a new person is created, the first and/or surname is usually altered to the desired name using the Genealogy Pro Editor.

Deleting a Person

People are deleted from the database the selecting the person and then choosing the "Delete" item from the "Family" menu.

In any genealogy database, all individuals are usually related somehow. Deleting individuals will therefore often leave a gap. In Genealogy Pro 1.0 this was prevented by only allowing deletion of lineages, that is, deletion of the person required deletion of all descendants. In the production version of Genealogy Pro 2.0, you are allowed to delete any individual. However, you should do so sparingly to avoid 'gaps' in the databae. A general rule of thumb for deleting individuals is:

- Where a person has no descendants, a simple deletion is the default behaviour.

- Where a person has one or more descendants, you have the choice, in a dialog window, to choose whether to delete the individual or all descendants. The usual choice will be to delete all descendants.

- Where a person has one or more descendants, but has no parents, you are give the choice to delete the individual or all descendants. Often the desired result in this case is to delete the individual and not the descendants.

You should not delete a spouse from a family because the name of the spouse is unknown. If the person is unknown, you should set the name to a blank space, or any other desired name (eg a '?' character). Deleting the spouse may produce unanticipated behaviour (eg. the 'add spouse' function will simply add the spouse back to the family, it does not create a new family with a new spouse)

If you choose to delete descendants,*the offspring and all descendants of the offspring will also be deleted.* Genealogy Pro will giving a warning prior to any deletion occurring, including an estimated count of the number of descendats that will be deleted.

Setting the Spouse

The "Family⇒Set Spouse" function enables you to designate a person who currently exists in the database as a spouseto the selected person. This function should be used rarely, if at all.

The only time in which this function should be used is when

- Cousins marry - in which case the cousins already created and put into the database in their respective families, require the "Set Spouse" function to tell Genealogy Pro that the cousins are spouses of each other or
- There are a number of genealogical lines in the database and the lines overlap at more than one point (eg two brothers of one line married to two sisters of another family).

Genealogy Pro Files

1. Genealogy Pro can **read** files of type:

- "gpro" - native Genealogy Pro format

- "ged", "Gedcom" - GEDCOM format

2. Genealogy Pro can **write** to files of type:

- "gpro" - native Genealogy Pro format

- "ged", "Gedcom" - GEDCOM format

- "sql", "SQL" - Structured Query Languange - the genealogy pro database is listed as a sequence of insert statements in the sql database language

- "tiff", "TIFF image" - (charts only) - chart in tiff format

- "text", "Plain text" - (reports only) - report saved as plain text

- "rtf", "RFT" - (reports only) - report saved as rich text format

- "rtfd", "RFTD" - (reports only) - report saved as rich text format with embedded images

The native Genealogy Pro File Format

Genealogy Pro will require that you save a new document upon creation of the document. Data is regularly updated into the database, when changes are made after editing the document. There is no requirement to save a document at the end of a session (this does not apply to charts).

The document will normally close after the last window for the document is closed. You can also close the document by choosing the File⇒Close Database menu item.

The Genealogy Pro native document is saved with suffix of "gpro".

Version 2.0 and greater of Genealogy Pro has all data stored in an SQL database format. The Genealogy Pro file is actually a Directory, and the SQL database in stored inside this directory.

Reading and Writing to GEDCOM Format

- Reading Gedcom Files
- Writing To Gedcom Format
- Gedcom Preferences

Genealogy Pro can read and write data in the GEDCOM (Genealogical Data Communication) format. GEDCOM is a standard devised by the Church of Jesus Christ of Latter Day Saints and many genealogy software programs support this format.

Importing Gedcom Documents

To read in a GEDCOM file select the 'File⇒Open ...' menu item. Select a file in the GEDCOM format. The GEDCOM file should have a .ged or .GED suffix. After this you will be prompted for a name of the file to store the converted file. Genealogy Pro will then convert the file into Genealogy Pro format.

Exporting Gedcom Documents

To write data in GEDCOM format to a file, choose the 'File⇒Save To ...' menu item. Prior to saving data to GEDCOM format for the first time, you will need to set the Submitter option. The 'Submitter' is information stored at the beginning of the GEDCOM document, such as (your) name and address.

Custom Name Fields

Genealogy programs that are compliant with GEDCOM version 5.5 can read and write multiple names, the standard name types being 'aka' (also known as) 'birth' (name given on birth certificate) 'immigrant' (name assumed at the time of immigration) 'maiden' (maiden name, name before first marriage) 'married' (name was persons previous married name) and 'other'. Genealogy Pro will export custom name fields in accordance with this format. However, when you create the custom name field, you must ensure that the name of the field *at the time of creation* is one of the above names in order to be recognised by other

genealogy programs. One the field has been created, you can change the display name at any time, and it will still be recognised by other genealogy programs. This is because the custom field is assigned a unique identifier at the time of creation, which is usually the same as the display name. The unique identifier doesn't change when you subsequently change the display name.

Genealogy Pro for MacOS X: Merging Files

How to Merge Files

Starting with version 2.0, Genealogy Pro includes a merge file facility. This function allows you to communicate with and import data obtained from other historians.

The merge file function merges two files together into one file. The two files to be merged must be in native Genealogy Pro Format.

To use the merge facility,

- Open one file. This file will be the file that will contain the merged data ("The Merge File")

- Choose the 'File⇒merge' menu item.

You need to identify a common individual in both files. Genealogy Pro will open a window that contains two tables:

- The table location at the left of the window contains a list of all individuals from the file *you are obtaining information from ("The Source File")*

- The table located at the right of the window contains a list of all individuals from the 'Merged File'

If the common individual has a family in both files, you will be prompted to indentify that family. You can choose to:

- Have the family of the person being merged added to the 'Merged File' as an additional family (ie second marriage) or

- Identify the family and have Genealogy Pro merge the family data.

How Genealogy Pro Merges files

Genealogy Pro merges file by:

- Checking whether the 'Merge File' has familial information (parents, children), *and if NO familial information exists*;

- Replaces the familial information in the 'Merge File' with data from the 'Source File'

Merging files can be tricky, it is recommended that you always make a copy of the file you are merging into, and work on the copy until you are satisfied that the merged file contains data with the outcome you are after.

Note that data of all individuals and families, including dates, places, names, text, documents and images, notes and sources will be copies over from the 'Merge Files',
except for the common individual(s) and family(s) identified above. Data in the existing file is not overwriten for these individual(s) and family(s). If there is aditional information needed for the

individual(s) in the 'Merge File' it will need to be entered manually.

The Genealogy Pro Editor

The Genealogy Pro Editor is a floating window that is convenient for editing the data field of the individuals and families. Access the field editor using the menu (choosing Format-Field Editor) or by clicking on the Field Editor item in the Family Window or Individuals Window or Chart Window.

The field editor can be used in multiple window types, include the Family Window, Individual Window, and all types of Chart Window.

To launch the editor:

- Click on the name, date, place, image or documents of a person or family in any of the windows then choose the Format⇒Field Editor menu item; or

- Click on the name, date, place, image or documents of a person or family in any of the windows then

  click on the editor icon (   ) in the tool bar; or

- Simply double click on the name, date, place, image or documents of a person or family in any of the windows; or

The editor has two components - the "Data" tab (left most tab, the name of the data tab will be the name of the field type eg "Name" or "Place" etc), and the "Formatting" tab. The data tab is for entering information into the database. The Formatting tab is for setting how the information is displayed in the window.

When entering information into the document, it is convenient to leave the Editor window open. When you click on a different person or family, or click on a different field, the editor automatically updates itself ready for you to enter information.

There are a number of different editor views, depending on the type of field you click. These are:

- Name Editor - used to change a name

- Date Editor - used to change a date

- Place Editor - used to change a place

- Image/Document Editor - used to change a link to an image or other type of document

- Photo Album/Scrapbook Editor - used to manage a collection of image files, video, audio or other types of documents

- Additonally, the Combined Field Editor is available for charts, which have the capability of displaying "Combination Fields", which are two or more fields that are displayed as one (eg one built in combination field is th e"Birth - Death" field that combines birth and death on one line ie "(1927 - 1952)")

The current data of the field editor is dependant on the field that was last clicked. In some instances formatting (not data entry) can be applied to multiple selections.

The Genealogy Pro Name Editor

Name Editor

Double clicking on the name of a person will bring up the Name Editor. Genealogy Pro recognises four components of a name - the title, first name, middle names, and surname. All of these are editable using the name editor. Simple type in the names in the editor and these will be updated in the database.

An example of the Name Editor used in a <u>Family Browser</u>
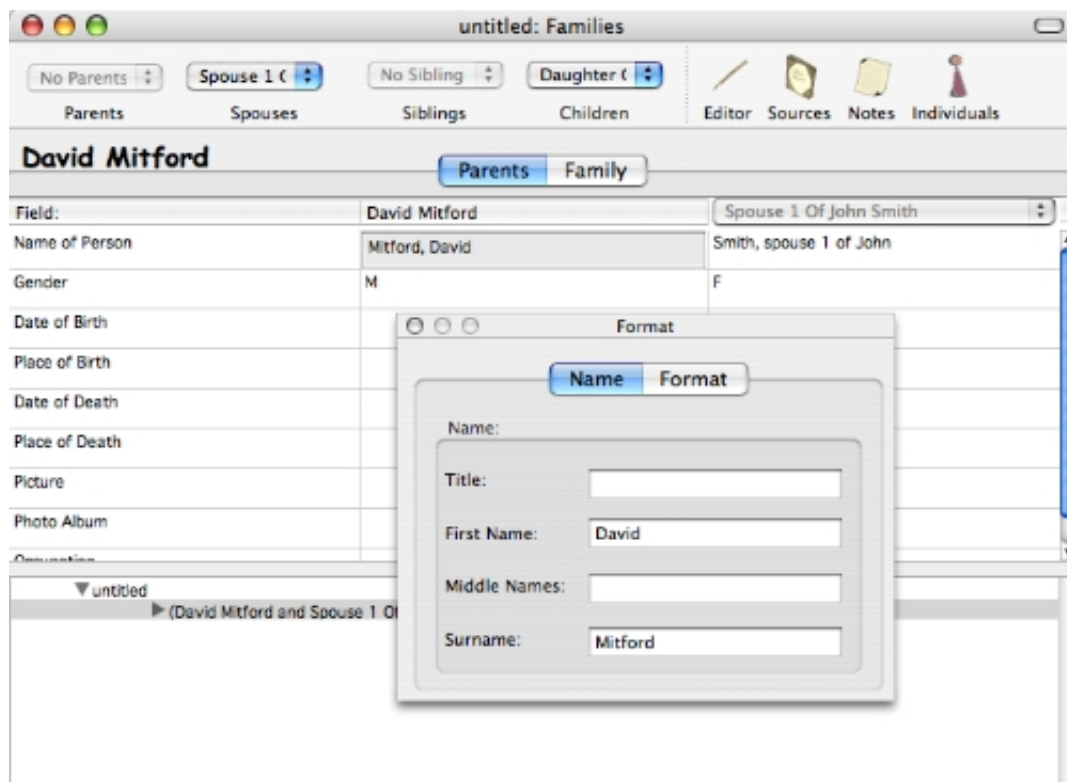
The Genealogy Pro Date Editor

Double clicking on the date of a person will bring up the Date Editor. Genealogy Pro recognises four components of a date - the modifier, day, month and year. All of these are editable using the date editor. The modifier is used to qualifier the information about the date, because it is often difficult to obtain exact information about a date.

To set the modifier or month, choose from the list of options in the menu. To set a day or year, simply type in the day or year and the date will be updated in the database.

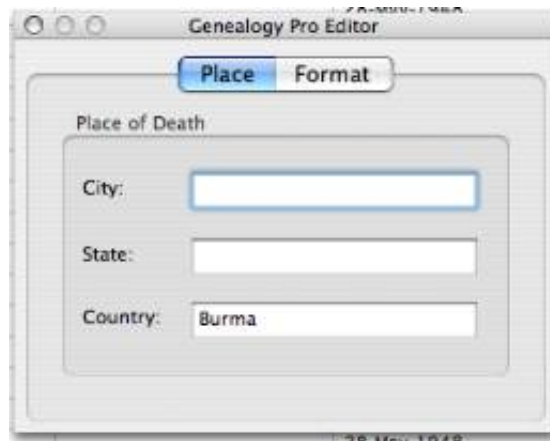*An example of the Date Editor*

The Genealogy Pro Place Editor

Double clicking on any place type field for a person or family will bring up the Place Editor. Genealogy Pro recognises three components of a place - the city, state, and country. All of these are editable using the place editor. Simply enter the information into the editor and the database will update with the new information.

Users of Genealogy Pro version 1 should note that the 'town' field is no longer used. All information from the town field is transferred to or prepended to the city field on upgrade to version 2.

An example of the Place Editor

The Genealogy Pro Text Editor

Clicking on a text field for a person or family person will bring up the Text Editor. The text editor is very simple. Enter some text and click on the 'Apply' button and the database will be updated with the new information. Note that as in the example below, the gender field is implemented as a simple text field. If you wish to change the gender, you should always set the values to 'M' or 'F' to represent male and female, if this information is known, so any functions that rely on this field will recognise the gender (one example is the option to layout pedigree charts by gender).

An example of the Text Editor
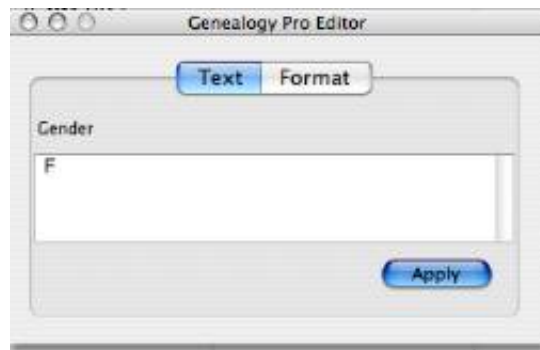
The Genealogy Pro Document Editor

Users of Genealogy Pro version 1.0 should note that the 'Document Editor' and the 'Scrapbook Editor' are simply an expanded version of the Image Editor and the Photo Album Editor. However, in Genealogy Pro 2.0 documents manged by these editors are not restricted to images. They can be images, audio, audio-visual, uniform resource locators (URL's, ie web page address) or any other type of document.

Double clicking on a 'Document' field (formerly known as an 'Image' field in Genealogy Pro 1.0) for a person or a family will bring up the Document Editor (formally known as the Image editor). A 'Document' can be any file stored on your local computer,including images, audio-visual, audio, web page addresses, or any other type of document or a web page address.

The image in the editor is that of the currently selected image or document. For documents that are simple images, the image is a preview of the image file. For other types of documents, the editor shows the finder icon for that document type.
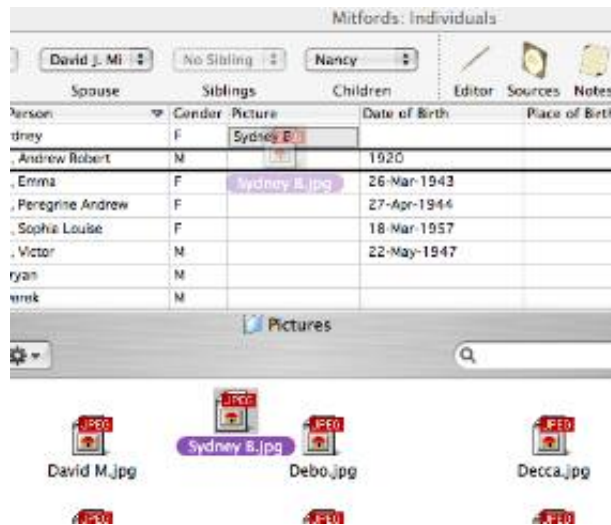
An example of the Document Editor

Adding Documents

There are a number of ways to add documents to a Document field.

- 1. Click the 'Add document' icon ( ). This will result in a panel to choose a file.

- 2. Drag a file from the Finder directly onto the Document Editor.

- 3. Drag a file directly onto the 'Document' column for a person in the Individuals' Browser, or directly on the 'Document' row for the Family Browser (see depiction below). When adding multiple images or documents, this is probably the best way to associate a document with a person.

An example of dragging a document directly to the Individuals' Browser.

○

4. Drag a url from the web browser directly onto one of the Genealogy Pro Browser windows, or directly onto the Document Editor similar to that described in (2) and (3) above. The image below depicts adding the Genealogy Pro home page to a document field.

An example of dragging a url from a web browser.

Removing Documents

To remove documents:

- 1. Click the 'Remove document' icon ([icon]). This will remove the document associated with the

  currently selected person or family.

- 2. Click on the document in the Individuals' Browser or Family Browser, and press the delete key on your keyboard.

Viewing Documents

To view documents:

- 1. Click the 'View document' icon ([icon]). For images, the image will be viewed in a Genealogy Pro

  utility window. For other types of documents, the document will be opened in the default application for that document type. Web site addresses will be opened in the default web browser (eg Safari).

- 2. Click on the image or document icon in the window and drag it onto a application. The application will open the document.

- 3. Hold the option key while double clicking on the document in the Individuals' browser or in the Family browser. In this case, the Document Editor will be bypassed and the image or document opened directly.

The Genealogy Pro Scrap Book Editor

Users of Genealogy Pro version 1.0 should note that the 'Document Editor' and the 'Scrapbook Editor' are simply an expanded version of the Image Editor and the Photo Album Editor. However, in Genealogy Pro 2.0 documents manged by these editors are not restricted to images. They can be images, audio, audio-visual, uniform resource locators (URL's, ie web page address) or any other type of document.

A 'Scrap Book' (formally known as a 'Photo Album' in Genealogy Pro 1.0) is simple a collection of one or more documents, including images, audio-visual, audio, web page addresses, or any other type of document. Double clicking on a image/document type field for a person or family will bring up the Scrap Book Editor (formally known as the Photo Album editor).

A menu at the top of the Scrap Book editor lists all current documents in this Scrap Book for the current person or family. The image in the editor is that of the currently selected image or document. For documents that are simple images, the image is a preview of the image file. For other documents, the editor shows the finder icon for that document type.

An example of the Scrap Book Editor
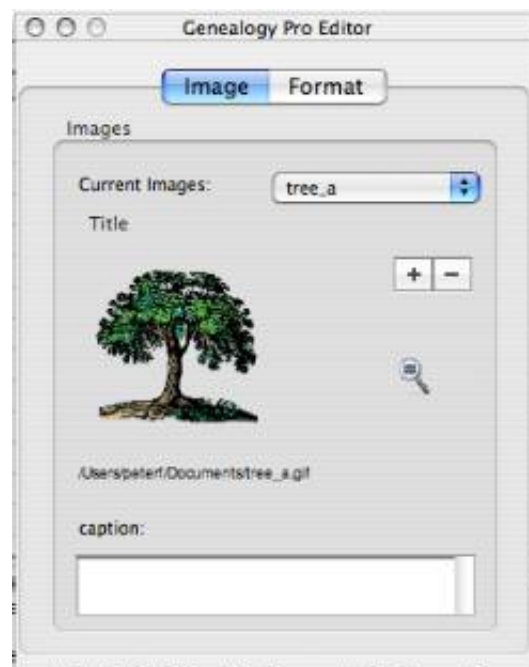
There are a number of ways to add documents to a Scrap Book field. These are analogous to adding, removing, and viewing documents in the Document editor.
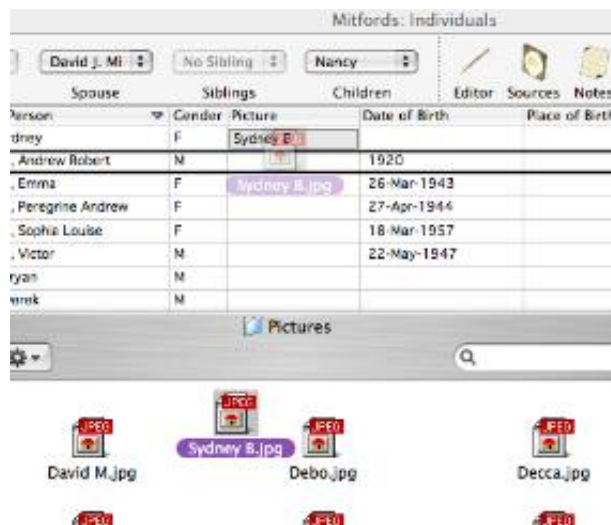
Adding Documents

- 1. Click the 'Add document' icon ( ). This will result in a panel to choose one or more files.

   The chosen document(s) will be added to the person or family for this field. This menu that lists or

the documents will be updated with the chosen files.

● 2. Drag one or more files from the Finder directly onto the Document Editor.

● 3. Drag one or more files directly onto the 'Document' column for a person in the Individuals' Browser, or directly on the 'Document' row for the Family Browser (see depiction below). When adding multiple images or documents, this is probably the best way to associate a document with a person or family.

An example of dragging a document directly to the Individuals' Browser.

○ 4. Drag a url from the web browser directly onto one of the Genealogy Pro Browser windows or directly onto the Scrap Book Editor similar to (2) and (3) above. See the Document editor page for an example of dragging a url.

Removing Documents

To remove documents:

● 1. Click the 'Remove document' icon ([—]). This will remove ONE of the documents in the scrapbook. It will remove the currently selected document.

● 2. Click on the document in the Individuals' Browser or Family Browser, and press the delete key on your keyboard. This will remove ALL documents associated with the selected person or family for this field.

Viewing Documents

To view documents:

- 1. Click the 'View document' icon ( ). For images, the image will be viewed in a Genealogy Pro

    utility window. For other types of documents, the document will be opened in the default application for that document type. Web site addresses will be opened in the default web browser (eg Safari).

- 2. Click on the image or document icon in the window and drag it onto a application. The application will open the document.

- 3. Hold the option key while double clicking on the document in the Individuals' browser or in the Family browser. In this case, the Document Editor will be bypassed and the image or document opened directly.

Combined Field and the Combined Field Editor

Chart windows (and only chart windows) also have the additional capability of displaying "Combination Fields", which are two or more fields that are displayed as one (eg one built in combination field is th "Birth - Death" field that combines birth and death on one line ie "(1927 - 1952)").

Combined fields are not like other fields. They do not store data, rather they format data from other field type. You can have up to four (4) fields as part of a combined field.

The Genealogy Pro Editor - Formatting

The Genealogy Pro Editor has two tabs - a data tab and a format tab. The format tab simply depicts how the data is displyed in a window. The formatters associated with each type of field are very similar. They include options for exclusion or inclusion of any part of the field for display (eg you may wish to exclude the middle name for display in a name). They also include options for abbreviations (eg first middle initial in a name formatter), and the addition of text before or after any field element. The text may be conditional upon the existence of the field element (eg middle name) for a person or family.

The format does not alter any data in the genealogy database.

Clicking on the format tab of the Genealogy Pro Editor will show a view similar that shown below for the formatter associated with the Name Editor.

An example of a formatter - the Name Formatter

Smart Formatting

Formatting allows "Smart" formatting. Sometimes data is not known for individuals - a date of birth or date of death is missing. A middle name is not known. Formatting can be made conditional on the presence or absence of one or more fields for an individual.

As an example using the name formatter, use the following procedure:

1. Choose the components of the name, and the order they will occur, starting from top to bottom.

For the name formatter, there are four menus. Each menu may have a name component, such as a title, first name, surname, etc.

2. Insert any "extra text" that is requied with the name. This may include a comma, space, inverted quotes, brackets, etc. For the name formatter, there are eight locations where extra text may be inserted, before and after each name component.

3. Choose the required "conditions" for the extra text. It may be conditional on the presence of one or more name components,. For example, a ", " between the first and surname would not be suitable if the first name or surname is unknown. Therefor the ", " should be set to be conditional on a valid first name and surname.

as an example, to format a name to "Smith, John L."

a. select Surname in the top menu, First Name in the second menu, and First Middle Initial in the third menu, Unused in the fourth menu.

b. Enter a comma followed by a space prior to first name, select "requires first name and requires middle name". For conditional context, select "requires one selected item only". this means that the comma and space is present when middle name OR last name is present. If there is no first or middle name on the database the comma will not be displayed.

c. enter a full point after first middle name. select "Requires middle name". The full point will be displayed only where there is a middle name.

Other Formatters

Formatters are available for data, place and text fields. The operation of these formatters is analogous to the Name Formatter.

Including spouse Numbers (Charts only)

For family charts, the format can include the spouse number of an individual, where there is more than one spouse for a person in a family chart. You include the spouse number by adding the "#" symbol as extra text in any of the text boxes (see depiction below).

The example below has the letter 'm' followed by '#', folow by '. This results in the chart as shown below, where John Smith was married twice.
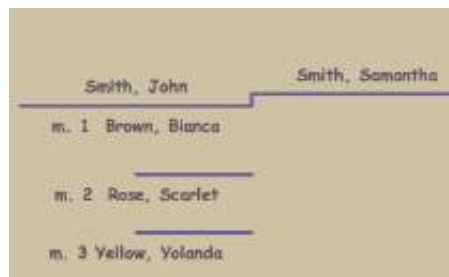
Selecting all of one type of field in a chart

Your can also format for fields of any one type in a chart at the same time. Select the relevant field in one individual (eg select the name), then choosethe menu Edit⇒Select All "Field Name" (where 'Field Name' is the name of the field). Formatting is then applied to the entire selection

Introduction to Charts

Genealogy Pro curently supports two basic chart types. These are

1. Descendant Charts (Family charts).

These start with a family and link the children, and their children's children and so on. The chart may be in a left right direction as for a <u>horizontal descendant chart,</u> or in the top to bottom direction as for a <u>vertical descendant chart.</u>

2. Ancestor Charts (Direct Line Charts or Pedigree Charts).

These start with an individual and link the parents, grandparents, and so on. The chart may be in a left right direction as for a <u>horizontal ancestor chart,</u> or in the top to bottom direction as for a <u>vertical ancestor chart.</u>

Creating a Chart

Each chart has a 'focal' or 'root' person, that is the person which forms the base of the ancestor or descendant chart. For a ancestor chart this will be the first generation of the chart. For the descendant chart this will be the person that is the highest generation.

There are a number of ways to select a focal person, *depending which window is the front window*

- The current person in a family window will become the focal person of a new chart

- The selected person of a table of individuals will become the focal person

- The currently selected person of a chart will become the focus person of any new chart

To create a chart,

- Select a focus person in one of the ways described above

- Choose the menu Chart-> New Chart->(selected chart type)

Ancestor Charts

Also called pedigree or direct line charts, these start with an individual and link the parents, grandparents, and so on. Like descendant charts, ancestor charts may be either horizontal or vertical.

## Horizontal Ancestor Charts (Horizontal Direct Line charts).

A horizontal chart proceeds in a left to right direction, starting with the person at the root of the chart , then the descendants (starting with parents) are symetrically spaced above and below the symmetry of the root person.

The order of the field may also be altered (see "Altering the type and order of fields in a chart"). The layout can be manually altered by clicking on a line and dragging the line from left to right or from top to bottom. Clicking on the root person (left most person) will drag the entire chart.
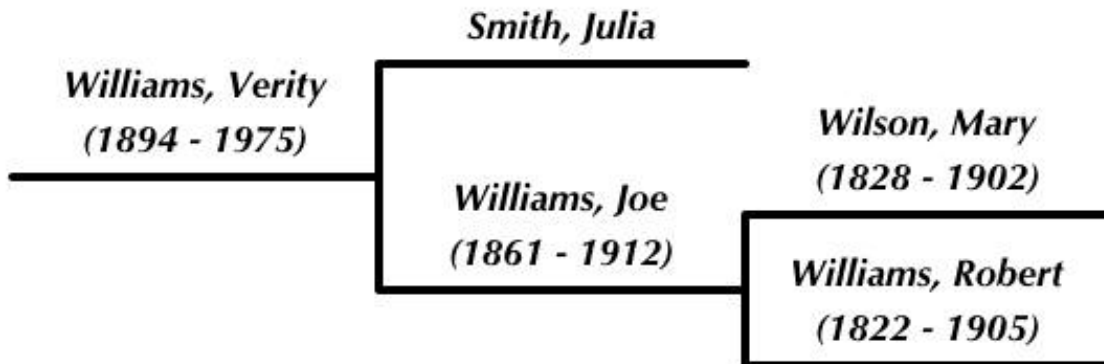
Vertical Ancestor Charts (Vertical Direct Line charts).

These are symmetrically spaced with the first person at the top, and descendants (starting with parents) symmetrically to the left/right. As for the horizontal chart the spacing can be manually altered by clicking on a line and dragging the line from left to right or from top to bottom. Clicking on the root person (top most person) will drag the entire chart.
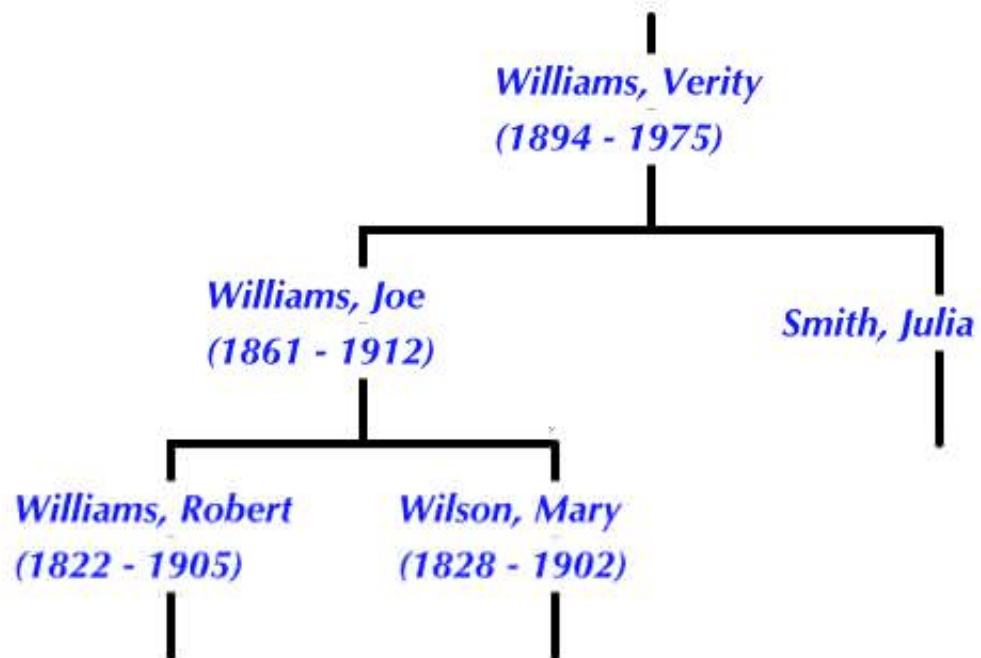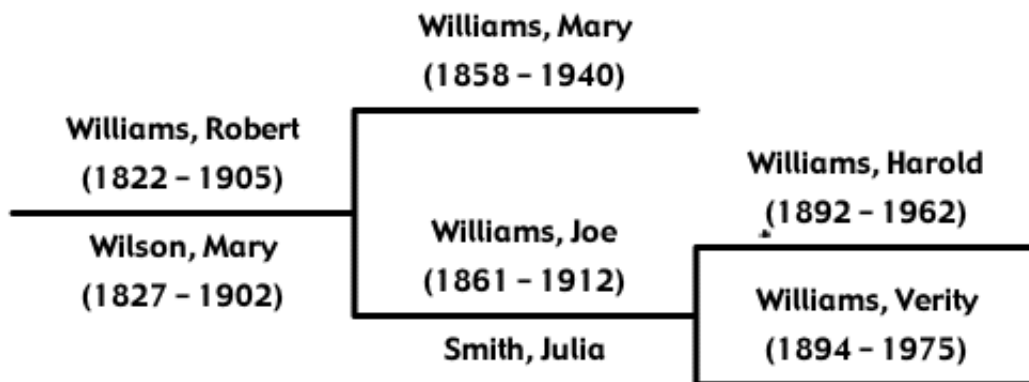
Descendant Charts

Descendant charts start with a family and link the children, and their children's children and so on. Descendant charts may be either horizontal or vertical.

1. Horizontal Descendant Charts (Horizontal Family charts).

A horizontal chart proceeds in a left to right direction. The chart is joined by lines through the centre of a family, joined at the right end to the childrens' families.
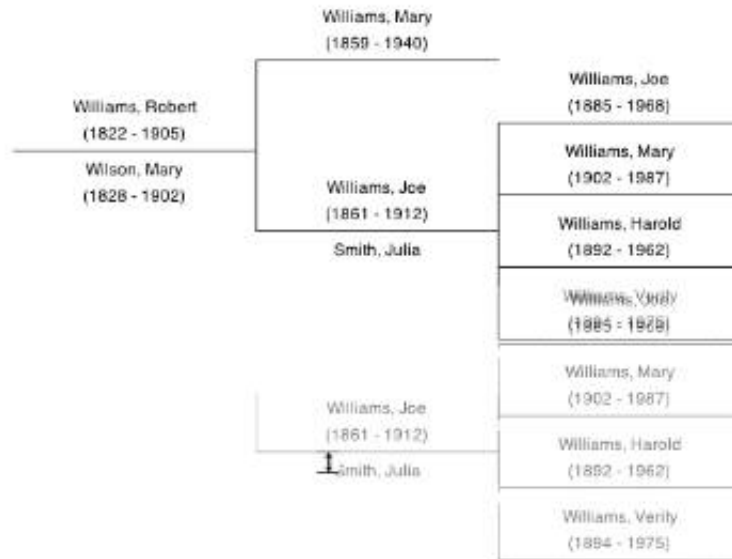
Normally, one parent is located above the centre line, and the second parent is located below the centre line (refer to diagram below). The fields of the chart (eg name, dates, etc) that are visible can be altered. The order of the field may also be altered (see "Altering the type and order of fields in a chart").

*An example of a **horizontal** Descendant Chart (Family Chart)*

Williams, Mary
(1858 – 1940)

Williams, Robert
(1822 – 1905)

Williams, Harold
(1892 – 1962)

Wilson, Mary
(1827 – 1902)

Williams, Joe
(1861 – 1912)

Williams, Verity
(1894 – 1975)

Smith, Julia

By default, a new chart is symmetrically spaced with the first person/family at the left, and children above/below. The spacing can be manually altered by clicking on a line and dragging the line from left to right or from top to bottom. When dragging occurs a transparent image of the section of the chart being dragged becomes visible, as depicted in the following figure.
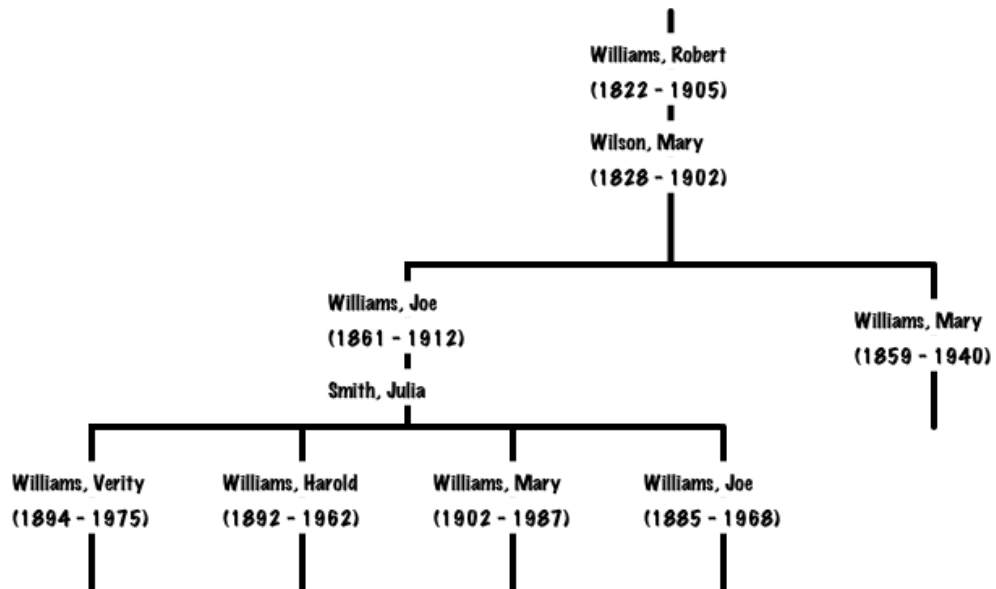
An example of a dragging a section of the chart.

Williams, Mary
(1859 - 1940)

Williams, Joe
(1885 - 1968)

Williams, Robert
(1822 - 1905)

Williams, Mary
(1902 - 1987)

Wilson, Mary
(1828 - 1902)

Williams, Joe
(1861 - 1912)

Williams, Harold
(1892 - 1962)

Smith, Julia

Williams, Verily
(1885 - 1929)

Williams, Mary
(1902 - 1987)

Williams, Joe
(1861 - 1912)

Williams, Harold
(1892 - 1962)

Smith, Julia

Williams, Verily
(1894 - 1975)

2. Vertical Descendant Charts (Vertical Family charts).

Vertical charts are created symmetrically spaced with the first person or family at the top of the chart, and children symmetrically to the left to right underneath. Similar to the horizontal chart, the spacing can be manually altered by clicking on a line and dragging the linieage from left to right or from top to bottom.

*An example of a **vertical** Descendant Chart (Family Chart)*

Williams, Robert
(1822 - 1905)
Wilson, Mary
(1828 - 1902)

Williams, Joe
(1861 - 1912)
Smith, Julia

Williams, Mary
(1859 - 1940)

Williams, Verity
(1894 - 1975)

Williams, Harold
(1892 - 1962)

Williams, Mary
(1902 - 1987)

Williams, Joe
(1885 - 1968)

Altering the fields of a chart

To alter the field of a chart, make sure that the chart is the front window. Choose the Chart⇒Display Fields ... menu. The window depicted below describes options for the new chart.

● Click on fields in the main window list to determine which fields will be visible in the chart

● Click on the "Field Order" button to display/hide the "field order" panel. The order of the currently selected fields may be dragged to change the order on the chart.

Entering data for fields

To enter data for fields, use the <u>Field Editor</u> by clicking the "Field Editor" icon in the toolbar. Double clicking on a field (eg a name) for a person will also bring up the editor.

When there is no data for a field, it will not be displayed in a chart. For example, if the birth date for a person is not known then it will not be displayed. *To put in data for an empty field not currently visible in the chart, press the Command key while clicking on a person.* It should be noted that only fields that would normally be visible in the chart, set through the 'visible fields' options, can be edited in this way.

Searching

Use the <u>Find</u> menu to go to an individual with a specified value in a field.

Genealogy Pro Charts - Altering Field Styles

The style of the chart that can be altered to taste include:

- Fields displayed
- Field order
- Field width
- Background colour
- Line thickness
- Line colour
- Font type, size and style
- Font colour
- Optional hiding/display of lineages

Fields displayed

Clicking the "Chart⇒display fields ..." menu item will result in the window below appearing. A list of fields that are available for display are presented in a list. Click on any field to display that field only. *Hold down the command key while clicking on a field to select or deselect that field from the list of multiple fields.*

note: Combined fields are also available in the list of fields available for display. This means that it is unusual to have all the fields available selected for display in the one chart. This is because data may appear more than once. As an example, the birth data for a person may appear as the birth data field, the birth - death date combined field, or the name(b-d) combined field.

Field order

To alter the field order of a chart, make sure that the chart is the front window. Choose the Chart⇒Display Fields ... menu. The window depicted below describes options for the new chart.

- Click on fields in the main window list to determine which fields will be visible in the chart

- Click on the "Field Order" button to display/hide the "field order" panel. The order of the currently selected fields may be dragged to change the order on the chart.

Background colour

Ensure that no fields are selected in the chart. Any selected fields can be deselected by clicking anywhere in the background of the chart. Choose the Colour Pallette by selecting the Format⇒Show Colours menu item. The Colour Pallette may also be selected by clicking "Colors" toolbar item at the top of the window, if the toolbar is visible.

The colour pallette will be in a floating window above the chart as depicted below
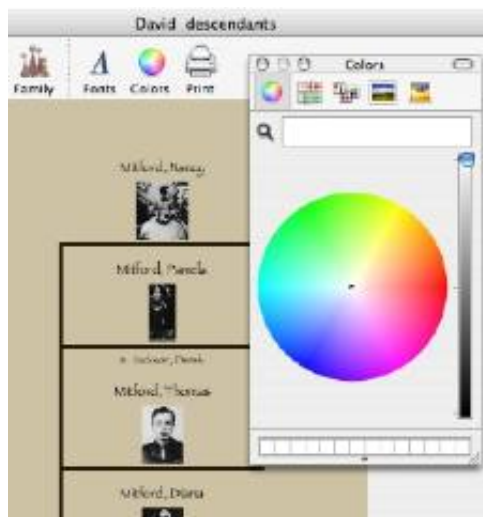
ss

Clicking the colour pallette will result in a new background colour. As the chart is updated "live", every click in the palette will result in instantaneous updating of the background colour as depicted below.
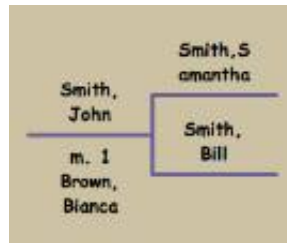

Chart Field widths

The field width is the horizontal length of each field (eg a name) in the chart. To change the field widths,

- choose the Chart⇒Field Width ... menu to change the field width to set the width to an absolute value

- press command choose the command + ']' key to increment the field width (by value set in the chart preferences)

- press command choose the command + '[' key to decrement the field width (by value set in the chart preferences)

An example of a chart with short field widths.

An example of a chart with long field widths.
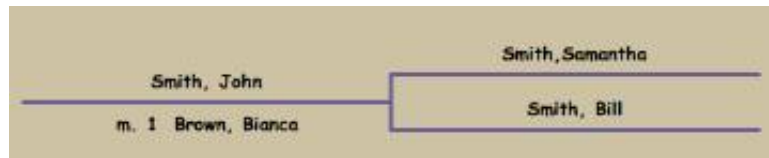
Line thickness

Line thicknesses are altered by choosing the Format⇒Lines menu. You can set the line thickness to any value desired, depending on the end use. For example, very large lines may be desired for posters for display at family reunion gatherings (see example below), where smaller thickness are more appropriate for a publication.

An example of a chart with very thick line thickness.
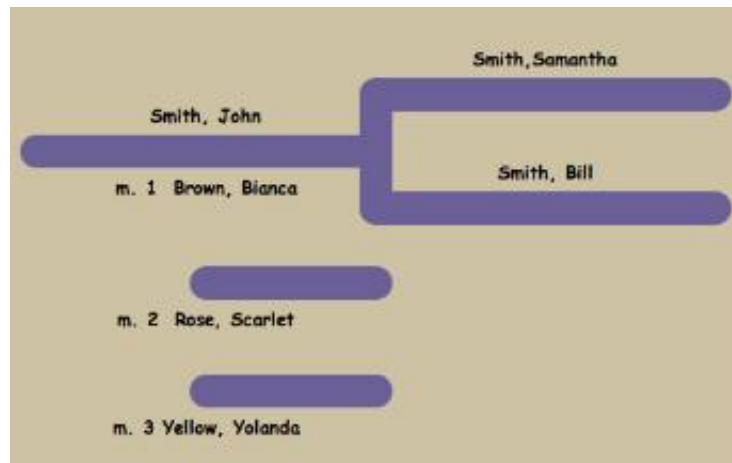
Line colour

To change the colour of the chart lines, first select the chart lines by clicking on the line. Choose the 'Colors' icon in the toolbar, or choose the Format⇒Show Colors menu if the toolbar is not visible. Click on a color in the color panel. The chart will display chart lines in the new color.

*Selecting the Chart Line*
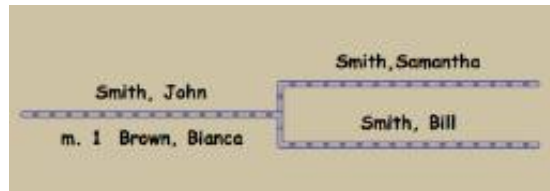
New Line Colour

Font type, size and style

To change the font for any field, first select a field by clicking on one of the fields (eg click on the name of a person to select the 'name' field for that person). You may extend the select to all fields in the chart of that type (eg all 'name' fields) by choosing the Edit⇒FieldName Select All menu (where the 'FieldName' is the name of the field). Choose the 'Fonts' icon in the toolbar, or choose the Format⇒Font menu if the toolbar is not visible. Click on a font in the font panel. The chart will display the field in the new font.

Font colour

To change the font colour for any field, first select a field by clicking on one of the fields (eg click on the name of a person to select the 'name' field for that person). You may extend the select to all fields in the chart of that type (eg all 'name' fields) by choosing the Edit⇒FieldName Select All menu (where the 'FieldName' is the name of the field). Choose the 'Colors' icon in the toolbar, or choose the Format⇒Show Colors menu if the toolbar is not visible. Click on a color in the color panel. The chart will display chart field in the new color.

An example of a chart with custom font and colour for the name field
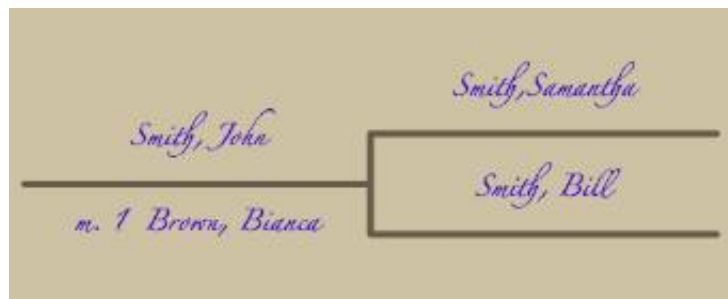
Optional hiding/display of lineages

Genealogy Pro automatically configures charts with all individuals and families for the number of generations chosen when the chart was created. You may optionally choose to hide selected lineages by clicking on a person and choosing the chart⇒Hide Offspring or Chart⇒Hide Person menu. If a lineage is hidden, you can show it again using the Chart⇒Show Offspring (for pedigree charts, the menu items will be altered to Chart⇒Show Parents).

This page is under construction

The Chart List

The chart list is simply a window that lists all currently saved charts associated with the database. The chart list provides:

- A convenient way to view all saved charts

- An alternative way to open charts - double click on any chart in the list to open it

- An alternative way to create chart links - drag a chart from the list to any person on a chart to create a chart link

- A method for setting the default chart for your web page - drag the name from the chart list to the web page set up window.

This page is under construction

Chart Links

Chart links provide a way to navigate between charts using a html-like linking facility. It provides a ways to link between charts for web publishing. A link is simply a reference from one person in one chart, to the same person in another chart. When you add a chart link to a person in any chart, a revers link is automatically created in the linked chart.

You can create chart links in three ways.

- Open the <u>Chart List</u>, and drag the name of a chart onto any person in a window of a currently open chart. The link will be automatically linked to that person in the dragged chart. If the person does not exist in the dragged chart, a link will not be created.

- Click on a person in an open chart window, and choose the 'Chart⇒InsertChart Link' menu. Choose the chart from the dialog box.

- Click on a person in an existing chart window, and create a new chart. Check the "create chart hyperlink" in the chart options when creating the chart. A link will be created in the new chart and the old chart.

note: in Genealogy Pro 2.0 there is a restriction on the type of chart hyperlinks. You can only create hyperlinks for the same type of chart (eg horizontal family chart must have hyperlinks to a horizontal family chart)

Genealogy Pro Reports

Reports contain generally non-graphical information about a family (or an individual if the individual is not married) in a fashion which is visually pleasing and print ready.

Unlike Charts, reports are not live linked to the database, that is if you change any information in the database, such as a persons name, the family report will not be automatically updated. If you find that an open Family Report window needs updating, you can do so by choosing the Window⇒Refresh Display menu item. Alternatively, you can close and reopen the window, or If you click on any link any information will be updated in the window.

○ Family Report - this encapsulates all inormation about a family (or an individual)

○ Ahnentafel Report - produces a numbered list of all ancestors of an individual

Reports can be saved as:

○ Plain Text format

○ Rich Text format, without embedded images (rtf)

○ Rich Text format, with embedded images (rtfd)

To save a report, choose one of the File⇒save, File⇒Save as ..., or File⇒Save to ... menus. There is no 'memory' of the saved file. Each time you choose one of the save commands, you will be prompted for a file name.

Current reports generated by Genealogy Pro are:

The purpose of saving a saving in either of these formats is usually to format your data in a external editor of word processor. Genealogy Pro can not open a report file.

Genealogy Pro - The Family Report

The Family Report compiles information about a family (or an individual if the individual is not married) in a fashion which is visually pleasing and print ready.

To create a family report, select a person in either the Individuals Browser or the Family Browser. Choose the Reports⟹Family Report menu. The report will appear in a new window

You can change the column alignment selecting the entire window (choose menu Edit⟹Select All) and dragging the tabs in the ruler

Fonts, font colours and background colour can be altered by selecting the font icon or colour icon from the toolbar. The background colour is changed when there is no selected text

You can choose to optionally display images or hyperlinks in the Family Report by choosing the Report tab in the Preferences panel (choose the Genealogy Pro⟹Preferences ... menu item to open the Preferences panel. Clicking on a link will result in a new report being generated for the person that you clicked.

You can also choose which fields to display in the family report. Currently this is done through the Web Page Set Up menu. The fields to display are identical to those displayed in the Web Page Family View.

It may seem odd that the web page set up is used for the Family Report. This is simply indicative of the current direction of Genealogy Pro development, where the web publishing is developing in parallel with the application development. The family report may be thought as analogous to the web based family view, as seen in this underline example.

Genealogy Pro - The Ahnentafel Report

The Ahnentafel report is a simple, non-graphical way of presenting your family tree to view your ancestors.

In the Ahnentafel report, each person is assigned a number. By looking at a number you can determine the relationship of any person in the report. You are always 1, your father 2, your mother 3, paternal grandfather 4, paternal grandmother 5, maternal grandfather 6, maternal grandmother 7, patrilineal great grandfather 8, and so on.

Each new generation has double the number of ancestors of the previous generation. Thus you have four grandparents, eight great-grandparents, 16 great-great-grandparents and so on.

To paraphrase an interesting article about Ahnentafel reports, knowing the numbers allows you to use maths to properly identify any individual. Even numbers are males and odd numbers are females, except for the first person who is always 1 whether male or female. Individual 33 is the wife of 32, or to put it in English your great-great-great grandparents, or to put it in ahnentafel language your father's father's father's father's father and your father's father's father's father's mother. Half 32 and get 16 who is your great-great grandfather. Add one and get 17 who is your great-great-grandmother; half 16 to 8 and you have your great-grandfather, and add one to get 9 who is your great-grandmother.

You can choose to optionally display hyperlinks in the Family Report by choosing the Report tab in the Preferences panel (choose the Genealogy Pro⇒Preferences ... menu item to open the Preferences panel. Clicking on a link will result in the person being displayed in the Family Browser.

Web Publishing with Genealogy Pro

Genealogy Pro 2.0 includes facilities that, in conjunction with the internet service provided by Genealogy Pro Software Services, allows you to share your family tree with friends and relatives on the internet. Experience in writing web pages is NOT required to publish your family tree using Genealogy Pro 2.0.

The <u>tutorial</u> in the appendix to this manual describes how to create a simple genealogy database using Genealogy Pro. The result of this example tutorial, is availble as an <u>example internet site</u>.

This section describes how to format your Genealogy Pro file ready for internet publishing. The <u>Web Publishing Manual</u> describes how to set up an internet account and upload files to your account using the <u>Genealogy Pro Upload Manager</u>.

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You only need to follow these simple steps to format your genealogy files ready to publish on the internet.

- Set your internet site name, home page, default chart, default family in the <u>Web Page Set Up</u> window (this is required only once for each Genealogy Pro file);

- Optionally, set your <u>preferences</u> for the format of image, chart files and the type of files that will be generated; and

- <u>Save the web files</u>

Web Publishing Set Up

Prior to first saving your family tree in web format for the first time, open the 'File⇒Web page setup ...' menu item. Enter the following information in the window (see below).

- Under 'Web Site Location' enter the name of the web site that you registered when you subscribed to use the Genealogy Pro Network Services. *Note: this is the name that you type into the browser to access your web page at **myname**.genealogypro.net.*

- Under 'Home Page Title' enter a short line of text that you want your home page title to be. Genealogy Pro will use this in generating the title of the windows in your web file, and also in the links to your home page throughout your web site.

- Click on the 'Page Body' icon to view and set text that Genealogy Pro will insert at the top of you home page. You can format this text using custom fonts and alignments, and Genealogy Pro will convert it to html format for insertion into you home page.

● Click on the 'Charts' icon to view a list of all currently saved charts in your Genealogy Pro database. Click on a chart and drag it into the window to set the default first chart for your web page (see depiction below). Your home page will refer to this default chart as a recommended place to start viewing your web page, for the chart view. By default, the first page that appears when a user types your web site name (ie **yourname**.genealogypro.net) into their web browserCheck is your home page. Check the 'Make this chart the first page of the web site' button, to make this chart the first page when a user types your web site name into their web browser.

Drag the name of the chart onto the window to make it the default chart to recommend to users
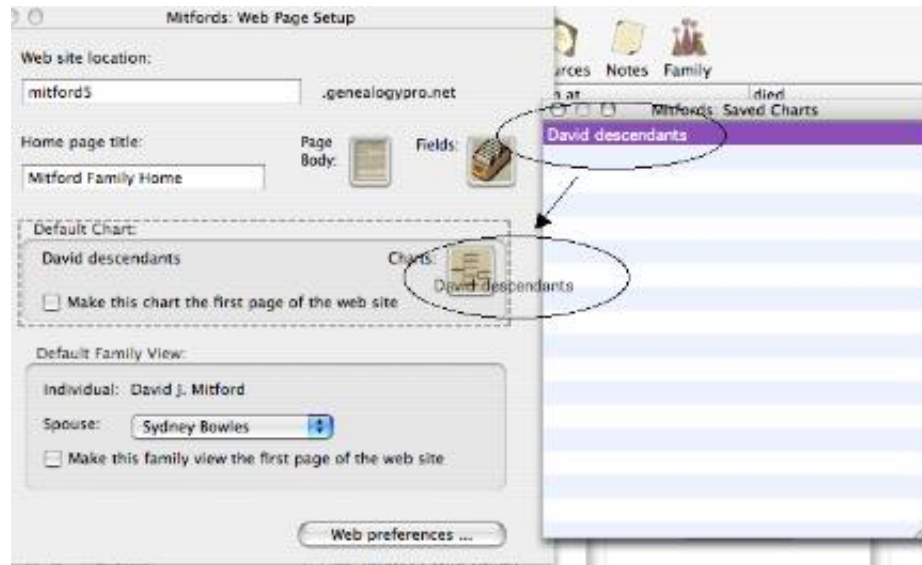
● Drag the name of a person or family from either the Individuals' Browser or the [IMAGE] onto the window, to set the default person or family for your web site. This person or family is identified on your home page as one of your eldest ancestors and a recommended way to start viewing your genealogy. Check the 'Make this family view the first page of the web site' button, to make this person or family the first page when a user types your web site name into their web browser.

Drag the name of a family from the Family Browser to make it the default family to recommend to users as the place to start browsing your web site
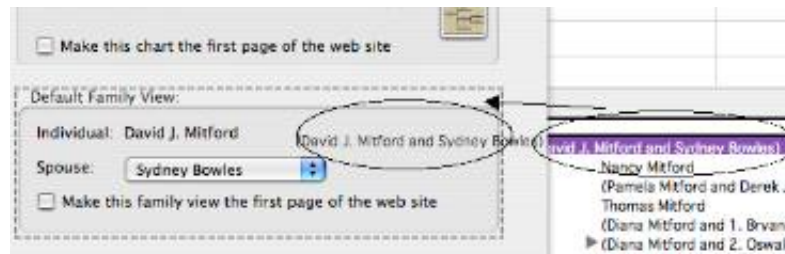
● Click the 'Web Preferences ..' button to customise the way Genealogy Pro will save your web pages.

Genealogy Pro - Creating Web Pages

Create a web page in Genealogy Pro is easy. First, create your family tree in Genealogy Pro. If you are new to Genealogy Pro, you may wish to view the tutorial on creating a new Genealogy Pro file and building up the family tree database. You can build up your family data using Genealogy Pro, or if you have your family tree in an existing genealogy program, you can import it into Genealogy Pro from the GEDCOM format.

Prior generating a web page for the first time, you will need to set your web page settings, using the 'File⇒Web page set up ...' menu.

Creating web files is as simple as choosing the 'File⇒Save as web page ...' menu. You will be prompted for a directory into which to save the web files. All web files are saved into a new directory called **name**_web, where "name" is the name of your Genealogy Pro network account (previously set in the File⇒Web page set up ...' menu). For example, in the image here, the GenealogyPro.net account is "mitford". Genealogy Pro will save all the web files in a directory called "mitford_web".

The web files created and placed into the "mitfords_web" directory are
○ charts - a directory of all chart pictures to be uploaded (chart pictures will only exist if inclusion of chart images option is chosen in the preferences)
○ database.sql.z - a compressed file of the database in structured query language (SQL) format.
○ home.php - your home page file
○ documents - a directory of all images and other documents to be uploaded
○ Upload Files.gpupload - this is a Genealogy Pro Upload Manager file, that is used to upload the file to your web site.

Ensure that you are connected to the internet and that you have download the Genealogy Pro Upload Manager. Upload the web files to your web page by double clicking on the 'Upload Files.gpload'. The Genealogy Pro Upload Manager will launch. Enter your use name and password and click 'Upload'. The files will be uploaded to your web site. Your genealogy is now available for public browsering. Refer to the Genealogy Pro Upload Manager documentation for more information about uploading your files.

created in step 3 above. Double click on the file named "Upload Files.gpload".

Web Publishing Preferences

You can customise what types of files Genealogy Pro will format when saving a web page using the Genealogy Pro⇒Preferences ... menu. When your collection of family data grows into a very large file, with many images and charts, you may wish to bypass uneccessary processing when creating web pages. For example, if you have not created or modified any new charts since you last saved your data in web format, you can set Genealogy Pro to bypass the processing of charts.

The Preferences Menu
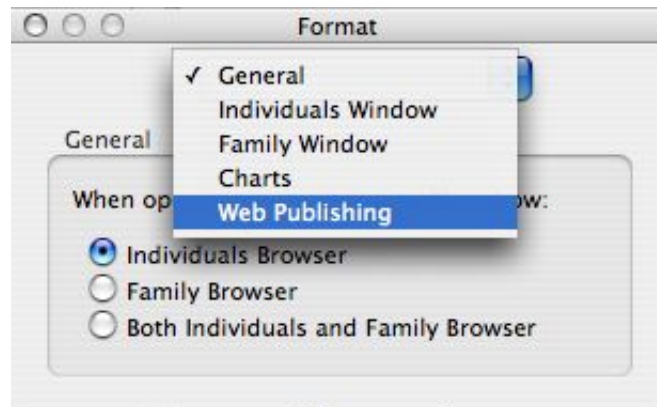
To save web space and improve the speed of your web site, it is desirable to make images as small as possible while maintaining a reasonable resolution. The Genealogy Pro preferences allows you to customise the resolution and scale of images and charts when saving for web publication.

When Genealogy Pro creates your web page, it places a number of files into a directory, the local web files directory, titled **myname**_web, where 'myname' is the name of your web site. The files and directories created and placed into this folder mirror the directory in your web site account, as described in the Genealogy Pro Web Publishing Manual.

○ Check/uncheck the Create Home Page button to enable/disable the generation of a home page (myname_web/home.php)

○ Check/uncheck the Create Web Database button to enable/disable the generation of a database file (myname_web/database.sql.gz)

○ Check/uncheck the Copy Images button to enable/disable the copying of images to your local web directory (myname_web/documents/ ...). Note that when images are copied for web publication, the name is different from the original file name. The name of the file is prefixed by a number followed by a '_' symbol.

○ You can choose the image format that Genealogy Pro saves the files by selecting the 'image format' popup button. The default 'jpg' format is recommended for most purpose as it allows images to be compressed into small format.

○ You can optionally choose to scale image sizes to a maximum size, and Genealogy Pro will scale any image that exceeds these dimensions.

○ Check/uncheck the 'Copy other documents' button to enable/disable the copying of any other documents such as audio, audio-visual, and other types of files. Similar to images, these document files are prefixed with a number followed by a '_' symbol.

○ Check/uncheck the Create Chart Images button to enable/disable the copying of charts to your local web directory (myname_web/charts/ ...).

○ Set the Image Resolution for charts and all other images using the 'Image Resolution' popup button. High resolution results in good quality images, but larger file sizes and slower speeds for viewing your web pages. Low resolution results in lower quality images but smaller file sizes and faster speeds for viewing your web pages. This option applies to both charts and general images.

○ Set the 'Create low resolution alternate images' button to create low resolution images that the web browser should display while waiting to load larger images. This option applies to both charts and general images.

The Web Preferences Window

note: Advanced users and programmers should note that the numbers which prefix the image and other document files is the primary key of the 'documents' table in the database.
note2: Safari 2.0 appears to ignore the 'lowsrc' tag in the html tag. This makes the low resolution alternate images redundant for this browser.

Genealogy Pro - Protecting Privacy

Marking Individuals as Private

Genealogy Pro includes an option to mark any individual as 'Private'. When an individual is marked as private, the text "private" is displayed for the name, birth date, and any other piece of information about that person.

Privacy applies to Charts and Web Pages. It does not affect the display of any individuals' data in the Family Browser or the Individuals' Browser on your local computer.

For privacy setting for any individual to apply you must ensure that:
- The individual is marked as private; and
- The "Enforce Privacy Options" are set in the Privacy Preferences. Choose the 'Genealogy Pro⇒Preferences' menu, and navigate to the Privacy view to set the Privacy Preferences.

To mark an individual as private, select that person and choose the 'Database⇒Mark as Private' menu. If the person is already marked as private, choose the 'Database⇒Remove Privacy' menu.

You can set all individuals that are born after a certain date to be marked as private. Choose the 'Database⇒Privacy' panel. Enter the year into the window below, and click the 'Apply' button.

The Privacy Panel

Marking a lineage as Private

You can set all descendants of an individual as private by choosing the 'Database⇒Mark descendants private' menu. You can remove privacy restrictions for all descendants of an individual by selecting that person and choosing the 'Database⇒Remove descendants privacy' menu. You will be given the option, in a new window to restrict the number of generations in the persons descendants to remove the privacy

You usually have an idea of which generation are still living. You can set all descendants for a person as marked private, then lift the privacy for the number of generations you are confident are not living. That way you can confidently set privacy, even if you haven't recorded the birth date for an individual.

How Privacy Works

Genealogy Pro implements privacy by setting privacy text into a field, by default named 'Publishing Restriction' (the name of this field can be changed as for any other field). if you mark a person as Private, Genealogy pro will set the privacy text to "Privacy_user", recognising that it was set by you, the user. If you set the privacy as a batch using the privacy panel, the privacy string is marked simply to "Private". This is so Genealogy Pro can differentiate between privacy set automatically and privacy set manually. When you remove privacy, you can choose to remove all privacy for all individuals, or just for the individuals that have been set in batch mode using the privacy panel. This way, privacy set manually will not be lost.

Note: Genealogy Pro only checks the first character when determing privacy. If the first character is 'p', 'P', 'c', 'C', it will treat the individual as private. The 'c' is for GEDCOM compatibility, where privacy can be marked as 'Private' or 'Confidential'.

The family table also includes a privacy field. This is unused in Genealogy Pro 2.0.

Searching the Database

Individuals in the database may be accessed by searching by any name, date, place or text field.

To use the search tool, open a Family Window or Individuals Window. Choose the menu (Document->Find).

Enter the Field that is to be used for the search. In the example below, the "Name" field has been chosen, with a criterion of the first name starting with "Rose".

Choose OK.

In a Family Browser , the focal person will become the next person that matches this criteria. Choose the menu (Document->Find Again) to bring up the next match.

In the Individuals Browser, the row of the next person that matches the criteria is selected. Choose the menu (Document->Find Again) to go to the row of the next match.

An example of using the search facility.
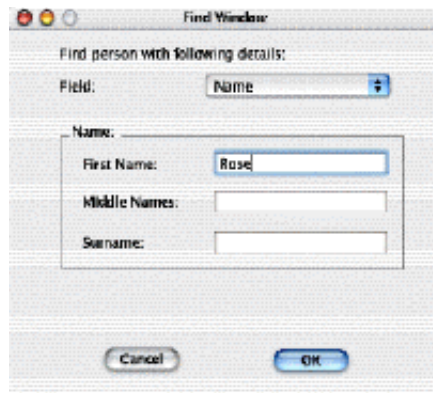
Genealogy Pro Sources

Genealogy Pro includes a document management system that allows you to record where you obtained information about an individual or a family. Each piece of information is stored in a Genealogy Pro 'Source'. You can record any information you want in a source, and store images, files and internet url's that can be launched by a click of the mouse.

To view, edit or add sources to a person or family, select a person or family (eg by clicking on a row in the Individuals Browser, or opening the family browser) and choose the Sources icon ( )

from the Toolbar.

The Source Panel

○ To add a new source to the document, click on the new source icon ( ), add choose the type of source from the list (see below).

The List of Source Types for a New Source

○ To remove a source from the current person or family, click on the remove source icon ( ).

Note: Removing a source from a person or family will not necessarily delete the source from the Genealogy Pro database. Sources can be assigned to multipe people and families. The source will automatically be deleted when it is no longer assigned to any person or family.

○ You can assign an existing source to a person a family. Click on the book shelf ([img]) icon.

This will open a new panel with a list of all sources in the database. To assign an existing source to the person or family, drag the source from the panel onto the sources window.

○ The "Relevance" text is a short description of how the source is relevant to this person. You can, if you choose, have multiple sources that refer to the same publication. It may be that a different chapter of a book is relevant to one person, and a completely separate chapter of the same book is relevant to another person. You can create completely different sources that both refer to the same book. In this case you can use the 'Relevance' text to describe how the book is applicable to the person or family

○ Most of the information about a sources is described in the 'Detail' secion. Click on the 'Detail' icon ([img]). A text panel will appear as a drawer. Enter your detailed description of the source in this text panel.

○ Click on the 'Facts' icon ([img]) to set the factual information for a source. For a publication, this is the publication name, publisher, published date, etc.

For publications only, you can assign an existing publication to the source. Click on the publications ([img]) icon. This will open a new panel with a list of all publications in the database. To assign an existing publication to the person or family, drag the publication from the panel onto the sources window.

○ You can assign the source to the selected persons ancestors or descendants by cicking the 'context' ([img]) icon.

○ Click the 'Repository' ([img]) icon to set the information about where the source is stored, for example a library address.

○ Click the 'Documents' ([img]) icon to add images or other documents or web url associated with this source. The panel drawer associated with this icon is analagous to and works similar to the Scrap Book Editor.

Importing Gedcom Sources

When Genealogy Pro imports a GEDCOM file, it assumes that the sources are of type 'Publication'. You can change this setting in the by choosing the Genealogy Pro⇒Preferences menu, and going to the Gedcom view. In place of making each source a publication, you can choose to have Genealogy Pro prompt you for the source type while importing the file.

Notes

Any person or family can have notes associated with them. Notes are simply text that describes the authors opinion about anything to do with the information about the person or family. To set the notes for a person, click on the row of a person in the <u>Individuals' browser,</u> or click the Persons tab in the

Family Browser, and choose the notes ( ) icon from the toolbar. Enter the notes text into the window. To set the notes for a family, click the Family tab in the <u>Family browser</u> and open the Notes window.

Notes and sources are usually closely interlinked. As depicted below, the Notes window lists all current sources for the person or family at the bottom of the window. You can double click on any source as a shortcut to open that source in the sources window.

The Notes Panel
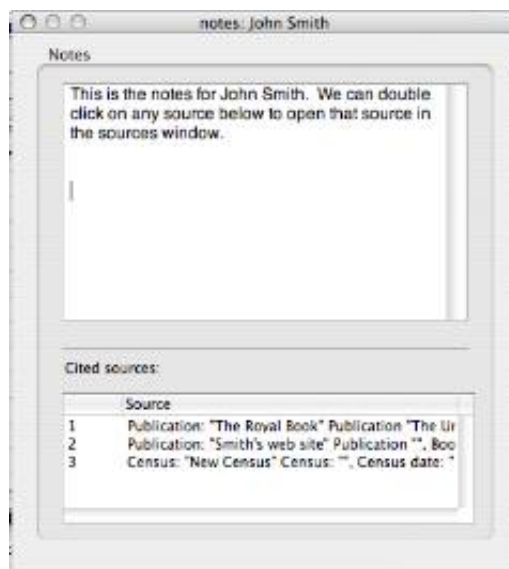
Quick Start Tutiorial

In this tutorial you will learn how to create and add to a family tree using Genealogy Pro. You will also learn how to attach images to any individual or a family.

The images used in this tutorial and a GEDCOM file of the 'Mitfords' can be <u>downloaded here</u>.

In the final section of this tutorial we will publish the newly created family tree on the internet, using Genealogy Pro's in-built web publishing features. The web ready family tree will be uploaded to the GenealogyPro.net web site, with a domain name of 'mitford5', that is, the internet location will be located at <u>http://www.mitford.genealogypro.net</u>. You can visit there at any time to view this site.

1. Open Genealogy Pro, then create a new document by choosing the menu, File-New (as shown below). (If you are using the file Mitfords.ged, skip to step 11).

2. You will be prompted to save the new untitled file. Save the file under the name "Mitfords.gpro". A new window will appear as below. The individuals created in the chart are all stored inthe "Mitfords.gpro" database. **This window displays all individuals in the database**.

By default, a new file will create three individuals in a new database. These individuals are "John Smith", "Spouse of John Smith" and "son of John Smith".

Quick Start Tutiorial 2 - Family Browser

3. To view any family in the database, click on a name and choose the "Family" toolbar item. The

"Family" (   ) toolbar item is located at the top of the window. The Family browser will appear as shown below.

*tip: double clicking the row number will also bring up the Family browser for the person in that row.*

3. Change the name of the selected person to the name of a person in your family's genealogy.

It doesnt matter whether you are working in the Family browser or the Individuals browser. Click on

the name "Smith, John" in the window, then select "Editor" (   ) from the tool bar. The Editing window will appear, allowing the editing of the name. Change the name from John Smith to "David Mitford" as shown below.

tip: double clicking the name of the person will also bring up the Editor for the clicked name.
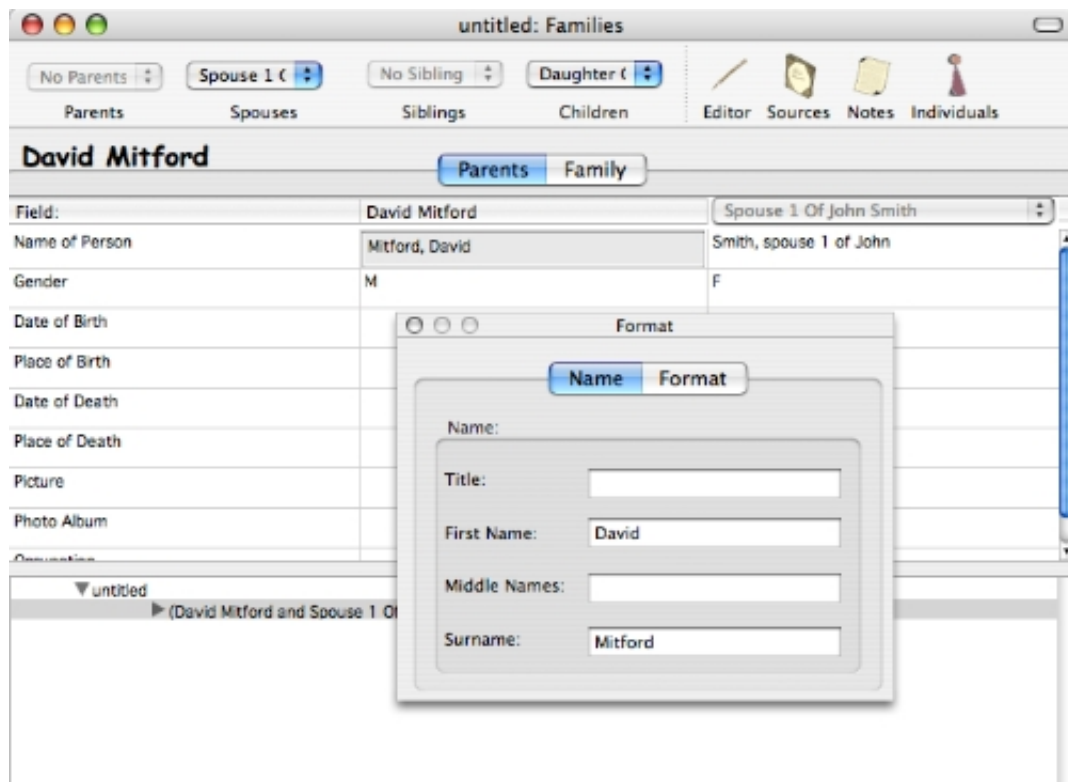
4. Repeat this process for the spouse and son. Click on the spouse and change the name to "Sydney Bowles", click on the name of the son and change the name to "Thomas Mitford".
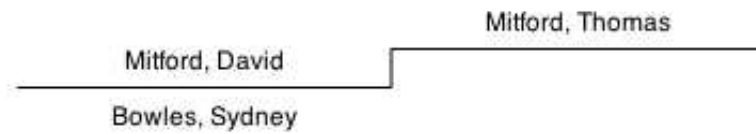
Quick Start Tutiorial 3 - charts

5. Create a new horizontal family chart by selecting the menu Chart->New Chart->Horizontal Family as shown below.
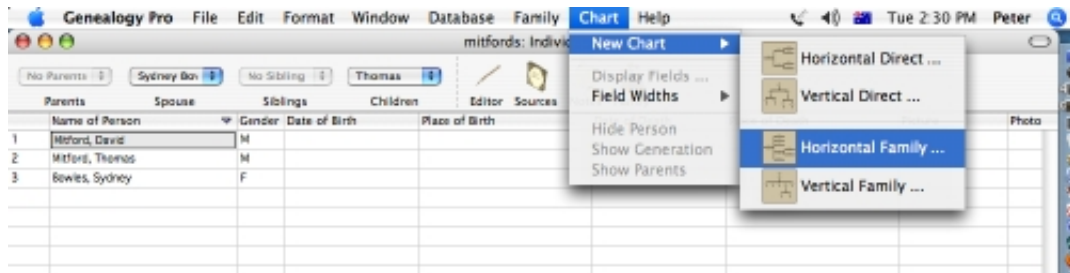

6. A dialog will appear for chart options (shown below). by default the 'Name' and 'Birth - Death' fields are selected. Command click on 'Birth - Death' to deselect this field. Select 'OK'.
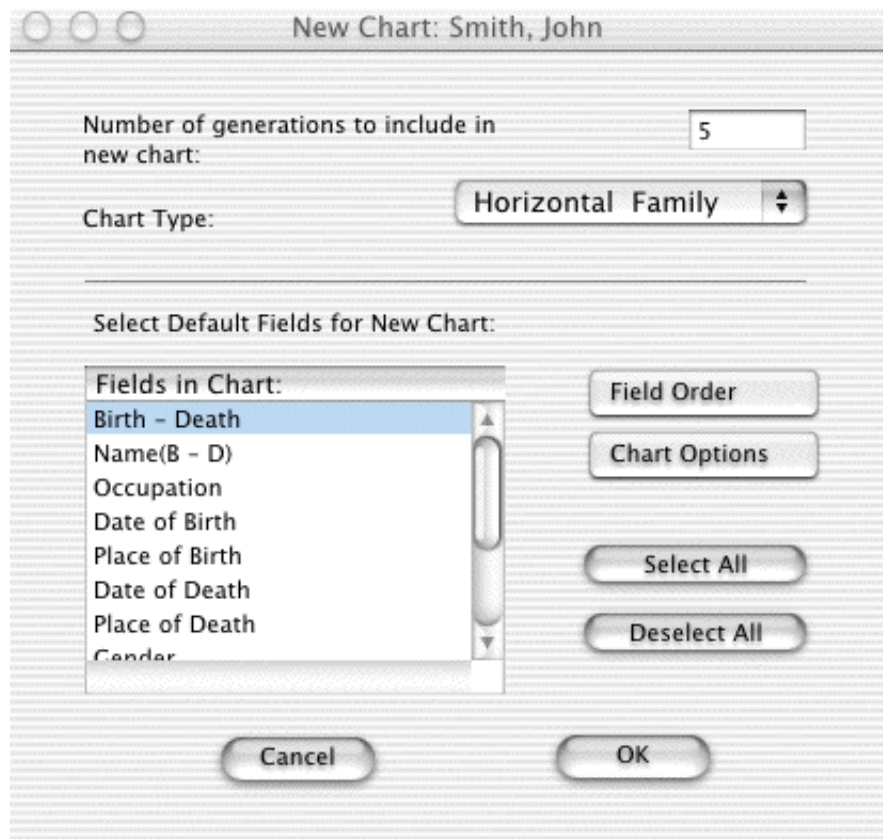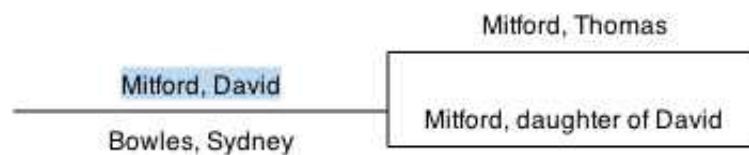

6. A new chart window will appear with David Mitford as the focal person of the chart, as depicted below.

Mitford, Thomas

Mitford, David

Bowles, Sydney

7. Click on "Mitford, David", and select the New Daughter from the Family Menu (shown below)
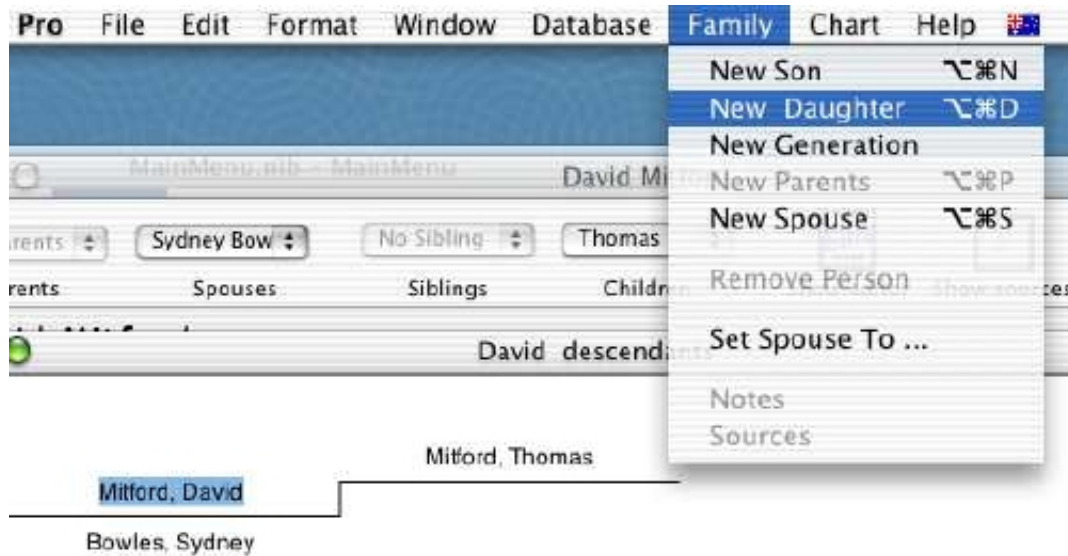
8. A new daughter for David Mitford will appear on the chart as shown below.

Quick Start Tutiorial 4 - Editor

9. Change the name of the new daughter to "Nancy". To do this bring up the Field Editor by selected the menu Edit->Field Editor. The editor will appear as below. change the name accordingly.
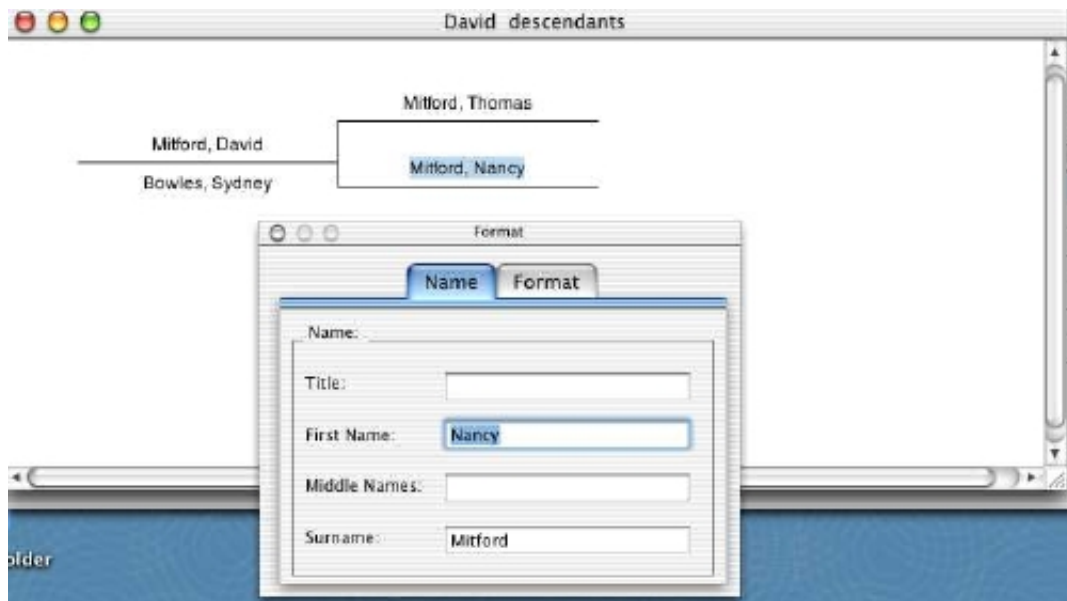
10. Repeat this process for additional daughters for David Mitford. Names of daughters are "Pamela", "Diana", Unity", "Jessica" and "Debo". Select "Mitford, Pamela" by clicking on it, and choose the menu item New Spouse to create a spouse. Change the spouse name to "Derek Jackson". Similarly create two spouses "Bryan Guiness" and "Oswald Mosely" for Diana, and "Esmond Romilly for Jessica, and "Andrew Cavendish" for Debo. The chart should now appear as below.
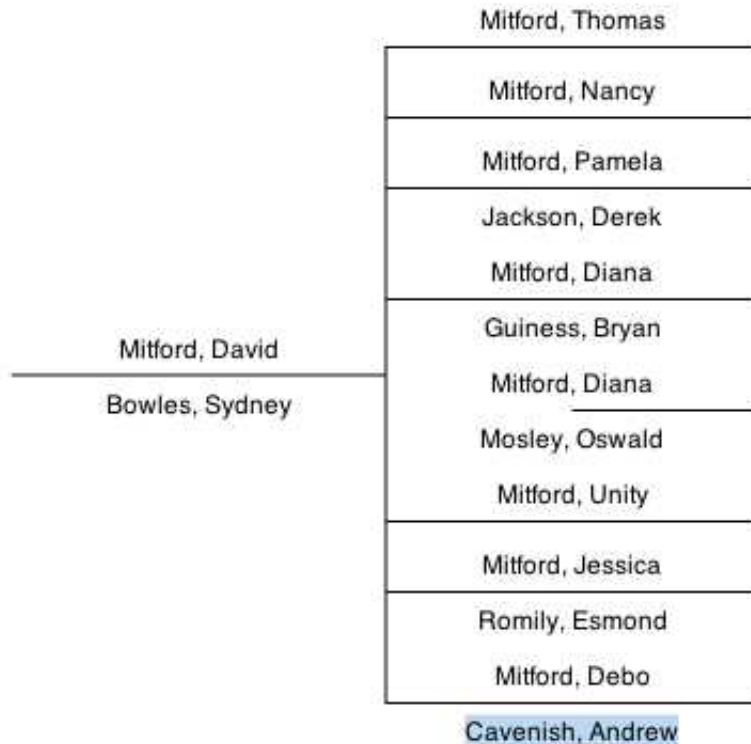
11. The individuals created in the chart are all stored inthe "Mitfords.gpro" database. To view all the individuals in the database choose the menu item Database->Individuals (if you have more than one database open, choose the submenu "mitfords.gpro"). The Individuals List window will appear as shown below.

12. Click and select the "Picture of persons" column and drag the column to the left of the window (this is for convenience only).

13. Again select the Field Editor, and click in the Picture column for David Mitford. The field editor will show an image tab. There is no picture visible in the editor, as no picture has been selected for this individual.
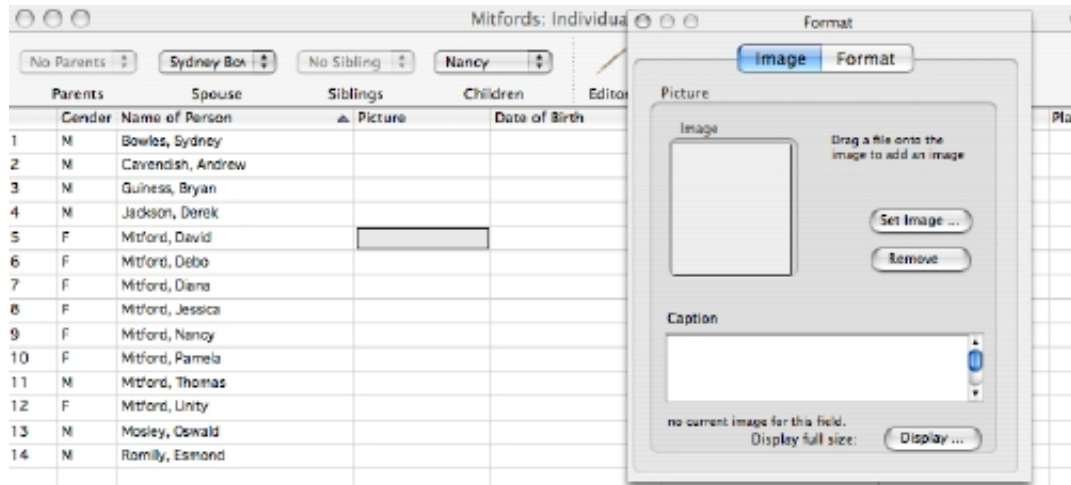
14. Click the "Choose" button. A dialog will propt you to select an image file. Choose the File "David M". The following will appear.
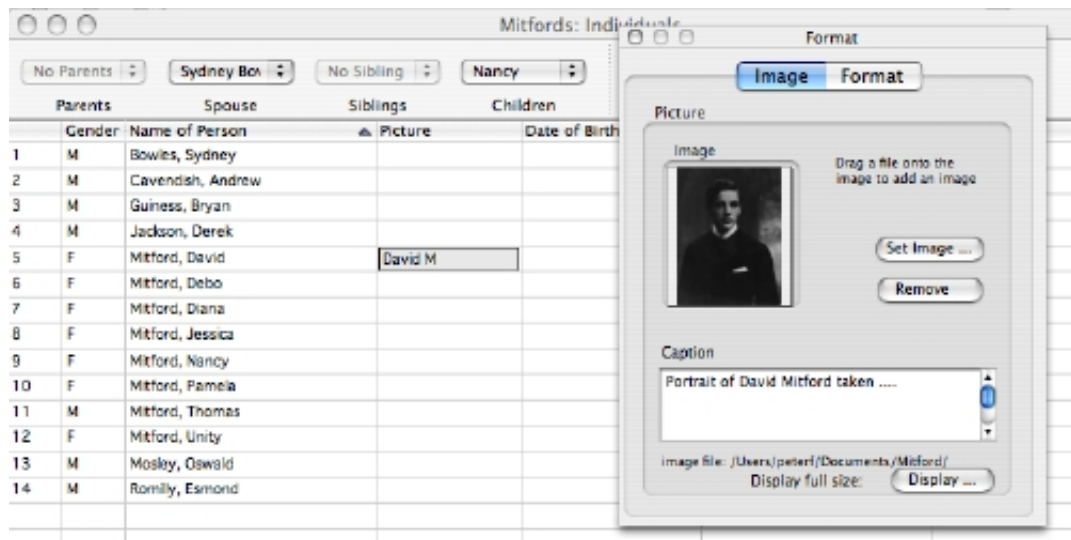
15. Click on the picture column for the other individuals, and repeat this process.

tip: files may also be added to the document by dragging the file from the finder onto the Picture column in the row of a person. This may be more convenient where many images need to be added to the document at one time.

Quick Start Tutiorial 5 - a finished chart

16. Go to the Chart Window (It is listed in "Windows" Menu).

17. The "Picture of Persons" field is not currently available to the chart. To make this field available to the chart select the menu "Chart->Display Fields", and select the fields "Name" and "Picture of Person". The chart will be reformatted with both the "Name" field and the "Picture of Person" field as below.

note: The chart format has been altered by changing the background colour, line colour, line thickness, and font as described in Changing the way charts are displayed.
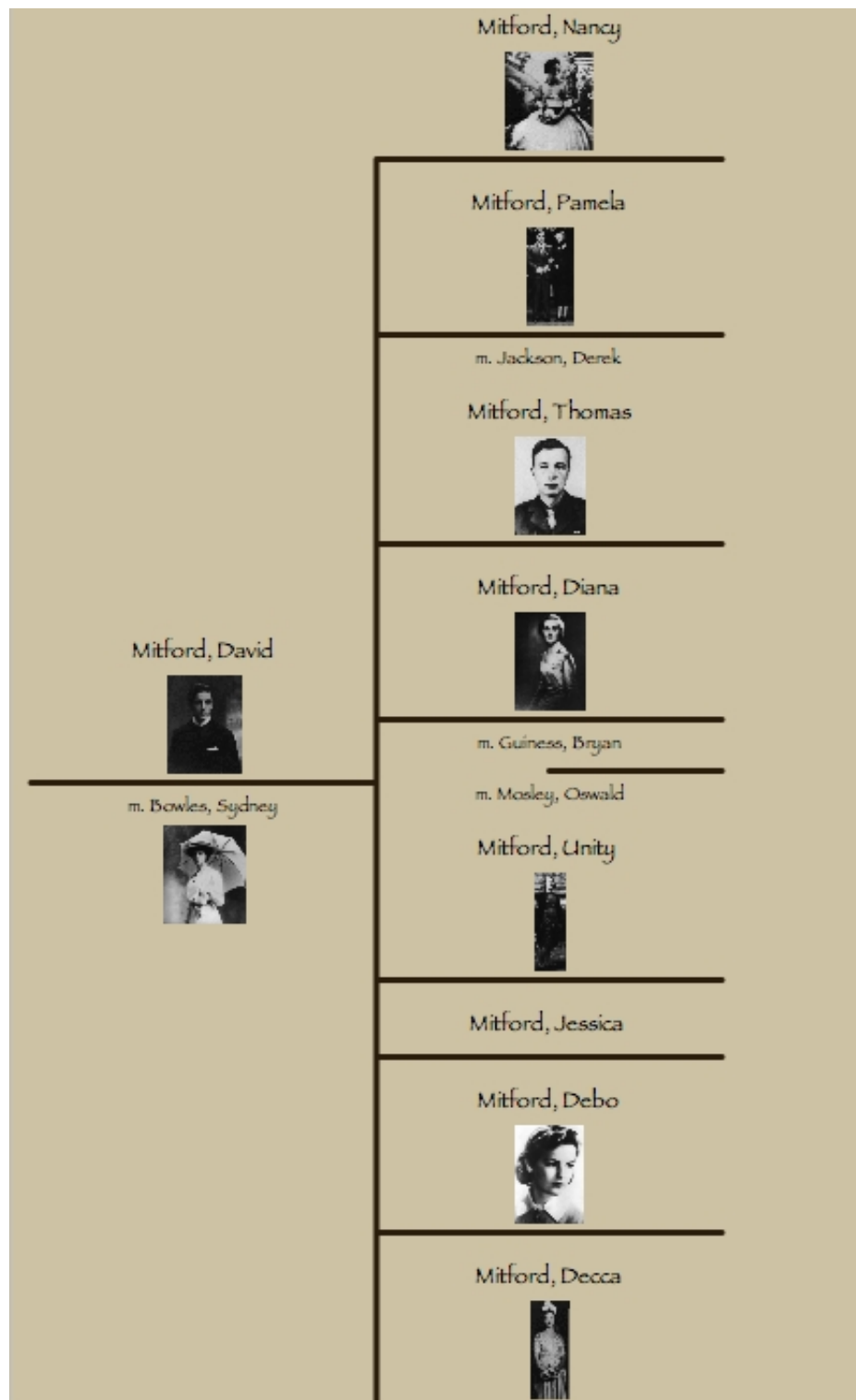
Shortcuts

Keyboard shortcuts often make the user experience more productive for a software application. This page lists some of the shortcuts that may be used in Genealogy Pro 2.0.

General Shortcuts

○ Hold down the sift key while double clicking on an image/document in the Family Browser and Individual Browser will automatically lauch the image/document in a new window or external application, bypassing the Editor.

Shortcuts in the Family Browser

○ Simple mouse click without any control keys pressed will make the selected person or family the new focal person and family.

○ Double clicking on the person or family in the Tree View will also make the selected person or family the new focal person, and will additionally open the field editor (if it is not already open) and make the field editor the active window.

○ Pressing the Command key while clicking on a family will make the spouse of the family the focal person of the window. If the spouses parent family also exists in the database, tthis family will exist in two locations in the Tree View (as a family "child" each parents family). This family is displayed under the spouses parents family will be selected.

○ Pressing the Shift click on a family will select the "Parents" table (if not already selected) and goes to the name field.

○ Pressing the Shift + Command click on a family selects the parent tab (if not already selected) and goes to the spouse person.

○ Pressing the Option key while clicking on a family will make the family tab the active tab.

Appendix 3: Genealogy Pro Data Storage Format

This appendix is designed for users with a programming background.

This chapter assumes that you have a basic understanding of the Unix Shell and a moderate understanding of Structured Query Language (SQL).

This section makes use of the Sqlite3 executable that is packaged with MacOS X starting with MacOS X system 10.4. If you are running MacOS X with a system prior to system 10.4 it is available as a free download.

File Wrapper Structure

Genealogy Pro documents are File Wrappers - that is, they are directories that are flagged by MacOS X to be presented to the user as a file. The listing in the image below shows the contents of the directory.

All data is stored in the .Contents/Resources/ directory and comprises:
- 'charts' directory - this is where charts are stored.
- 'document preferences' - this is a property list file of preferences that apply to the document
- 'genealogy.database' - this is an SQLite 3 database file that contains all genealogy data


```
203-214-39-252:~/Documents/Mitfords.gpro peterf$ cd ~/Documents/Mitfords.gpro
203-214-39-252:~/Documents/Mitfords.gpro peterf$ ls -lR .
total 0
drwxr-xr-x   4 peterf  peterf  136 Dec  7 22:30 Contents

./Contents:
total 8
-rw-r--r--   1 peterf  peterf    8 Dec  7 22:30 PkgInfo
drwxr-xr-x   5 peterf  peterf  170 Dec  8 08:37 Resources

./Contents/Resources:
total 128
drwxr-xr-x   3 peterf  peterf    102 Dec  8 08:37 charts
-rw-r--r--   1 peterf  peterf   2161 Dec  8 08:37 document preferences
-rw-r--r--   1 peterf  peterf  59392 Dec  8 08:37 genealogy.database

./Contents/Resources/charts:
total 232
-rw-r--r--   1 peterf  peterf  114704 Dec  8 08:37 David  M. descendants - horizontal
```

Database Tables

The image below shows the list of tables in the database when querying the database with the sqlite3 executable.

```
203-214-39-252:~ peterf$ sqlite3 ~/Documents/Mitfords.gpro/Contents/Resources/genealogy.database
SQLite version 3.2.7
Enter ".help" for instructions
sqlite> .tables
census          firstnames      places          table_descriptions
cfdefs          images          publications    titles
countries       institutions    repositories    townsandcities
dates           migrations      sources         webcharts
db_info         names           states
defmanuscript   notes           streets
families        persons         surnames
sqlite> █
```

The persons and families Table

The tables that store family information are the 'persons' and the 'families' table.

The image below shows a listing of the persons table. The columns in the table are:
- persons - an unique integer that identifies this person. (This value is used as the GEDCOM id when exporting to GEDCOM, except it is prefixed with an 'I').

  note: This is a convention in the genealogy.database tables. The first column is the same name as the database and is the primary key identifier for a row in the table.

- par_family - this identifies the family in the 'families' tables
- sp_families - this is a bracketed list of identifiers of family in the 'families' table.
- name - integer that identifies the name in the 'names' table
- gender - text that identifies the gender
- birthdate - integer that identifies the birth date in the 'dates' table
- birthplace - integer that identifies the birth place in the 'places' table
- deathdate - integer that identifies the death date in the 'dates' table
- deathplace - integer that identifies the death place in the 'places' table
- personimage - integer that identifies an image in the 'images' table
- personImageArray - this is a bracketed list of identifiers of images in the 'images' table
- OCCU - text that identifies the occupation
- sources - integer that identifies the source of the persons data in the 'sources' table
- note - integer that identifies the notes for the person in the 'notes' table

When fields are defined using the 'Database⇒Define New Field ...' function, and the Field Association option chosen is "Individual Field", the new field (except for combined fields) will appear as a column in the 'persons' table. Where the field type is :
- Name field, it will be an integer that identifies a name in the 'names' table
- Date field, it will be an integer that identifies a name in the 'dates' table
- Place field, it will be an integer that identifies a name in the 'places' table,
- Image field, it will be an integer that identifies a image in the 'places' table,
- Photo Album field, it will be a bracketed list of integers that identifies a images in the 'images' table and
- Text field, it will be simple textual information stored in the 'persons' table

```
sqlite> select * from persons;
persons par_family     sp_families    name   gender birthdate
    birthplace         deathdate          deathplace      personimage
personImageArray        OCCU    sources note
1             (1)      1      F
2             (1)      2      M
3        1            3      F
4        1            4      M
5        1    (2)      5      F
6        1    (3,4)    6      F
7             (3)      7      M
8        5            8      F
9        4            9      M
10       6            10     M
11            (4)      11     M
12            (6)      12     M
13       5            13     F
14            (2)      14     M
15       1            15     F
16       5            16     F
17       1    (7,6)    17     F
18       1    (5)      18     F
19            (7)      19     M
20            (5)      20     M
21       4            21     M
22       7            22     F
sqlite> []
```

The image below shows a listing of the families table. The columns in the table are:

○ families - an unique integer that identifies this family. (This value is used as the GEDCOM id of the family when exporting to GEDCOM, except it is prefixed with an 'F').

○ parent1 - integer that identifies the first of the two parents in the 'persons' table

○ parent2 - integer that identifies the second of the two parents in the 'persons' table<

○ offspring - this is a bracketed list of integers that identify the offsprint in the 'persons' table

○ marrdate - integer that identifies the marriage date in the 'dates' table

○ marrplace - integer that identifies the marriage place in the 'places' table

○ familyImageArray - this is a bracketed list of identifiers of images in the 'images' table

○ sources - integer that identifies the source of the family data in the 'sources' table

○ note - integer that identifies the notes for the family in the 'notes' table

As for 'persons', when fields are defined using the 'Database⇒Define New Field ...' function, and the Field Association option chosen is "Family Field", the new field (except for combined fields) will appear as a column in the 'families' table. Where the field type is :

○ Name field, it will be an integer that identifies a name in the 'names' table

○ Date field, it will be an integer that identifies a name in the 'dates' table

○ Place field, it will be an integer that identifies a name in the 'places' table,

○ Image field, it will be an integer that identifies a image in the 'places' table,

○ Photo Album field, it will be a bracketed list of integers that identifies a images in the 'images' table and

○ Text field, it will be simple textual information stored in the 'families' table

```
sqlite> select * from families;
families        parent1 parent2 offspring        marrdate
 marrplace        sources note     familyImageArray        divdat
e
1        1        2        (3, 5, 4, 6, 15, 17, 18, 23)
3        6        7
4        6        11       (21,9)
6        17       12       (10)
2        5        14
7        17       19       (22)
5        18       20       (16,8,13)
sqlite>
```

The names, firstnames and surnames Table

The names table has the following columns:
- names - a unique integer that identifies this name.
- title - an integer that identifies a title in the 'titles' table
- firstName - an integer that identifies a title in the 'firstnames' table
- firstMiddleName - an integer that identifies a name in the 'firstnames' table
- otherMiddleNames - a bracketed list of integers that identifies names in the 'firstnames' table
- surname - an integer that identifies a surnames in the 'surnames' table

```
sqlite> select * from names;
names|title|firstName|firstMiddleName|otherMiddleNames|surname
1||1|||1
2||2|||2
3||3|||1
4||4|||1
5||5|||1
6||6|||1
7||7|||7
8||8|||8
9||9|||9
10||12|||10
11||15|||9
13||17|||8
14||18|||14
15||19|||1
16||22|||8
17||25|||1
20||34|||8
21||37|||9
22||40|||19
23||44|||1
24||31|||19
25||28|||1
26||16|||12
sqlite>
```

The surnames table has the following columns:
- surnames - a unique integer that identifies this surnames
- names - text of the surname
- count - number of times that this row is referenced by other tables

Genalogy Pro keeps a running tab of how many times the row is referenced by other tables in the 'count' column. For example, if the user change the surname 'Jackson' to 'Smith', Genealogy Pro will decrement the count to zero. When the count reaches zero the row is flagged for deletion from the table.

```
surnames|names|count
1|Mitford|10
2|Bowles|1
7|Guiness|1
8|Cavendish|4
9|Mosley|3
10|Son|1
12|Treuhaff|2
14|Jackson|1
19|Romilly|3
sqlite> []
```

The name of a person can be accessed by using the SQL join statement, such as the following:

select p.persons as "Genealogy Pro ID" , s.names as "Last Name" , f.names as "First Name" from persons p left outer join names n on p.name = n.names left outer join surnames s on n.surname = s.surnames left outer join firstnames f on n.firstName = f.firstnames order by s.names, f.names ;

The output from this statement is depicted below.

```
sqlite> select  p.persons as "Genealogy Pro ID" , s.names as "Last
 Name" , f.names as "First Name" from persons p left outer join nam
es n on  p.name = n.names left outer join surnames s on n.surname =
 s.surnames left outer join  firstnames f on n.firstName = f.firstn
ames order by s.names, f.names ;
Genealogy Pro ID|Last Name|First Name
2|Bowles|Sydney
20|Cavendish|Andrew
16|Cavendish|Emma
8|Cavendish|Peregrine
13|Cavendish|Sophia
7|Guiness|Philip
14|Jackson|Derek
1|Mitford|David
18|Mitford|Debo
23|Mitford|Di
17|Mitford|Jessica
6|Mitford|Julie
3|Mitford|Nancy
5|Mitford|Pamela
4|Mitford|Thomas
15|Mitford|Unity
21|Mosley|Alexander
9|Mosley|Mark
11|Mosley|Oswald
22|Romilly|Constantia
19|Romilly|Esmond
10|Son|Unamed
12|Treuhaff|Robert
sqlite> []
```

The dates Table

The dates table has the following columns:
- dates - a unique integer that identifies the date
- day - integer representing the day of month. A value of '-1' means no day is known.
- month - integer representing the month of year. A value of '-1' means no month is known.
- year - number of times that this row is referenced by other tables. A value of '-1' means no year is known.
- modifier type - (optional) identifies the type of date. This description is similar to the GEDCOM modifier. eg BEF = before

```
sqlite> select * from dates;
dates|day|month|year|mod_type
1|2|10|1822|
2|14|4|1905|
3|-1|-1|1828|BEF
4|11|6|1861|
5|-1|12|1859|
sqlite>
```

The date field of a person can be accessed by using the SQL join statement, such as the following:

select p.persons as "id" , s.names as "last name" , f.names as "first name", d.day as "birth day", d.month as "birth month", d.year as "birth year" from persons p left outer join names n on p.name = n.names left outer join surnames s on n.surname = s.surnames left outer join firstnames f on n.firstName = f.firstnames left outer join dates d on p.birthdate = d.dates order by d.year asc, d.month asc, d.day asc;

The output from this statement is depicted below (now using a genealogy pro file, generated from importing the example GEDCOM file).

```
sqlite> select  p.persons as "id" , s.names as "last name" , f.names as "first
name", d.day as "birth day", d.month as "birth month", d.year as "birth year" f
rom persons p left outer join names n on  p.name = n.names left outer join surn
ames s on n.surname = s.surnames left outer join  firstnames f on n.firstName =
 f.firstnames left outer join  dates d on p.birthdate = d.dates  order by d.yea
r asc, d.month asc, d.day asc;
id|last name|first name|birth day|birth month|birth year
1|Williams|Robert|2|10|1822
2|Wilson|Mary|-1|-1|1828
3|Williams|Joe|11|6|1861
```

The table_descriptions Table

This table is used by Genealogy Pro to gather information about the tables. It stores information about the order of the fields (for displaying in the Individuals' browser or Family browser) and the display name of the fields (as displayed in the browsers).